

**SANTA CRUZ CITY SCHOOLS DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
FOR THE ELEMENTARY AND SECONDARY DISTRICTS
WEDNESDAY, AUGUST 17, 2016
OPEN SESSION BEGINS AT 6:30 P.M.
SANTA CRUZ COUNTY OFFICE OF EDUCATION BOARD ROOM
400 ENCINAL STREET, SANTA CRUZ, CA**

**DATE:
TIME:
LOCATION:
EMPLOYEE:**

AGENDA

Item	Purpose / Support
Agenda	
1. Convene Closed Session	5:30 p.m.
1.1. Roll Call	
1.2. Public Comments prior to Closed Session	Public Comments can be offered for items that are on the Closed Session Agenda
2. Closed Session Items	
2.1. Denied Interdistrict Transfer Appeals Hearing	Format: Parent/Guardian/Advocate will have 5 minutes to present the case for the appeal. District will have 5 minutes to present the case for denial of appeal. The Trustees will have 10 minutes to ask clarifying questions. Trustees will vote in Open Session immediately following the Pledge of Allegiance
2.1.1. Student #1	Follow format
2.2. Certificated/Classified/Management Leaves, Retirements, Resignations & Appointments	Approval
2.3. Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code Section 54957)	Information
2.4. Expulsions 16-15-16 and 17-15-16	Information for vote in Open Session
2.5. Negotiations - Collective Bargaining Session (Govt. Code Section 3459.1(d)) SCCCE	Executive session between the public school employer and its designated representative, Molly Parks, for the purpose of giving direction and update regarding negotiations with the SCCCE
2.6. Superintendent's Annual Goals & Objectives	The Superintendent will update the Trustees regarding her annual goals and objectives
3. Convene Open Session	6:30 p.m.
3.1. Welcome and Pledge of Allegiance	
3.2. Public Vote on Denied Interdistrict Transfer Appeal Hearing	

AGENDA

	Item	Purpose / Support
3.2.1.	Vote on Student #1	
3.3.	Agenda deletions, additions, or changes of sequence	
3.4.	Superintendent's Remarks prior to Public Comments	
4.	Public Comments	<p>For presentations of matters <i>not</i> on the Agenda. 3 minutes for individuals; 15 minutes per subject.</p> <p><i>Note to Members of the Public: Thank you for taking the time to attend this meeting. Santa Cruz City School Board Members appreciate your presence and your comments regarding items not on the agenda are valued. Due to the legal constraints of the Brown Act, your Trustees are not allowed to comment on Public Comments during this time.</i></p>
5.	Superintendent's Report	
5.1.	Superintendent's Report	
6.	Board Members' Reports	
6.1.	Board Members' Reports	
6.2.	Board President's Report	
7.	Approval of Minutes	
7.1.	Approval of the Minutes of the Regular Meeting of July 27, 2016	Approval
8.	General Public Business	
8.1.	Consent Agenda: These matters may be passed by one roll call motion.	A Board Member may pull any item for a separate discussion and/or vote
8.1.1.	Personnel Actions - Certificated	Approval
8.1.2.	Personnel - Classified	Approval

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8.1.3.	Purchase Orders, Quotes and Bids	Approval
8.1.4.	Warrant Register	Approval
8.1.5.	New Business: CSBA Board Policy Updates: 1st and or Final Reading & Approval	Board Policy 2121, Board Bylaw 9321 and Board Bylaw 9322
8.1.6.	Resolution 3-16-17 JPA Representatives	Approval for the designation of the administrators who will represent Santa Cruz City Schools on two Joint Powers Authorities Boards of Directors
8.1.7.	Resolution 4-16-17 OPSC Representatives	Approval for the designation of the administrators who will represent Santa Cruz City Schools for the Office of Public School Construction
8.1.8.	Approve Monarch School for Schoolwide Title I Status	Monarch Elementary School meets the State requirements and has included the necessary processes to become a Title I School
8.1.9.	Out of State Field Trip	Approve the request for from one to four students and one teacher to attend the Creating Change Conference in Philadelphia from Jan. 17-22, 2017
8.1.10.	Disposition of Surplus Property	Approval
8.1.11.	Agreements and Contracts	
8.1.11.1.	Contracts: Superintendent	
8.1.11.1.1.	Contract: Bond Services Elementary District	Professional legal services for bond and disclosure counsel in connection with general obligation bonds proceedings
8.1.11.1.2.	Contract: Bond Services High School District	Professional legal services for bond and disclosure counsel in connection with general obligation bonds proceedings
8.1.11.2.	Contracts: Business Services	
8.1.11.2.1.	Contract: Palace Business Solutions	Cooperative purchasing agreement for classroom supplies
8.1.11.2.2.	Contract: Shoutpoint-emergency messaging software for Infinite Campus	Increasing capacity for emergency communications
8.1.11.3.	Consultant Service Agreement: Educational Services/Special Education	
8.1.11.3.1.	CSA: Deirdre Hickey Sturm, BCBA	Board Certified Behavior Analyst with specific expertise in the evaluation of independence skills in students with

AGENDA

Item	Purpose / Support	
	disabilities and the training of staff in mainstreaming these students	
8.2.	Report of Actions Taken in Closed Session	
8.2.1.	Report of Closed Session Actions	
8.2.2.	Public Vote on Expulsions	
8.2.2.1.	Vote on Expulsion 16-15-16	
8.2.2.2.	Vote on Expulsion 17-15-16	
8.3.	Items to Be Transacted and/or Discussed	
8.3.1.	Staff Report: Summer Professional Learning - Mathematics	Staff will report on summer training opportunities
8.3.2.	Staff Report: Human Resources Update	Staff will present a report on the hiring cycle for 2016-17
8.3.3.	New Business: Agreements for School Resource Officers 2016-17	Approve the MOU's for the Santa Cruz City Police Department School Resource Officer and the Santa Cruz County Sheriff's Office School Resource Officer for 2016-17
9.	Adjournment	
10.	Return to Closed Session (if necessary)	
11.	Closed Session Action Report (if necessary)	
12.	Adjournment	

The board book for this meeting, including this agenda and back-up materials, may be viewed or downloaded online: <http://www.sccs.santacruz.k12.ca.us/board-of-education/agendas-&-minutes.html> or may be viewed at the District Office, Superintendent's Office, Room 303, 405 Old San Jose Road, Soquel, CA.

Public Participation:

AGENDA

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz City Schools Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session.

Translation Requests:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Nancy Lentz by telephone at (831) 429-3410 extension 220.

Las Solicitudes de Traducción:

Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Nancy Lentz por teléfono al numero (831) 429-3410 x220.

Board Meeting Information

1. The Regular Meeting on August 17, 2016, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
2. The Board Study Session on the Facilities Master Plan will be held on August 19, 6:00 p.m., Branciforte Middle School Innovation Center, 315 Poplar Street, Santa Cruz, CA.
3. The Regular Meeting on August 31, 2016, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
4. The Regular Meeting on September 14, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
5. The Regular Meeting on September 28, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
6. The Regular Meeting on October 19, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
7. The Regular Meeting on October 26, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
8. The Regular Meeting on November 9, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
9. The Regular Meeting/Board Study Session on November 16, 2016, 6:30 p.m., will be held in Room 312 of the District Office, 405 Old San Jose Road, Soquel, CA.
10. The Regular Meeting/Board Study Session on December 7, 2016, 6:30 p.m., will be held in Room 312 of the District Office, 405 Old San Jose Road, Soquel, CA.
11. The Regular Meeting on December 14, 2016, 6:30 p.m., will be held in The County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
12. The Regular Meeting on January 18, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
13. The Regular Meeting/Board Study Session on February 1, 2017, 6:30 p.m., will be held in Room 312 of the District Office, 405 Old San Jose Road, Soquel, CA.
14. The Regular Meeting on February 8, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

AGENDA

15. The Regular Meeting on February 22, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
16. The Regular Meeting on March 8, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
17. The Regular Meeting on March 29, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
18. The Regular Meeting on April 19, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
19. The Regular Meeting/Board Study Session on April 26, 2017, 6:30 p.m., will be held in Room 312 of the District Office, 405 Old San Jose Road, Soquel, CA.
20. The Regular Meeting on May 10, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
21. The Regular Meeting/Governance Session on May 31, 2017, 6:30 p.m., will be held in Room 312 of the District Office, 405 Old San Jose Road, Soquel, CA.
22. The Regular Meeting on June 14, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
23. The Regular Meeting on June 28, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Denied Interdistrict Transfer Appeal Hearing: Student 1

MEETING DATE: August 17, 2016

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Uphold the denial of this application for an Interdistrict transfer.

BACKGROUND:

The attached packet (for Cabinet and Board only) contains the pertinent information for the hearing.

**MINUTES OF THE REGULAR MEETING
OF THE SANTA CRUZ CITY SCHOOLS BOARD OF EDUCATION
FOR THE ELEMENTARY AND SECONDARY DISTRICTS
July 27, 2016**

Convene Closed Session

Board President Thompson called this Regular Meeting Closed Session to order at 5:30 p.m. in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

Public Comments for Closed Session Agenda Items

GSCFT President Kirschen reported to the Trustees that the bargaining team is very pleased with the grievance resolution that will be presented in Closed Session and the fairness of the final terms that were reached. President Kirschen and Vice President Carlson also noted that last year ½% of the negotiated salary increase for certificated employees was used to create a fund to assist those who needed help paying for 50% of their health benefits. The bargaining team does not feel that any funds will need to be added to this account in the next coming years, and would like to see this ½% increase moved to the salary schedule for certificated employees a year earlier than specified in the contract.

Convene Open Session

Board President Thompson called this Regular Meeting Open Session to order at 6:38 p.m. in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

Attendance at Meeting

Sheila Coonerty	Deedee Perez-Granados	Patricia Threet
Alisun Thompson	Deb Tracy-Proulx	Claudia Vestal

Absent: Jeremy Shonick

Kris Munro, Superintendent
Frank Wells, Assistant Superintendent, Educational Services
Members of the Audience

Welcome and Format

Board President Thompson welcomed those in attendance and explained the format used for this Regular Meeting of the Board of Education.

Public Vote on Interdistrict Transfer Appeals Hearings

Student #1

MSP (Tracy-Proulx/Vestal) 6-0, the Board of Education voted to rescind the denial of the Interdistrict Transfer for Student #1.

Student #2

MSP (Vestal/Perez-Granados) 6-0, the Board of Education voted to uphold the denial of the Interdistrict Transfer for Student #2.

Agenda Changes

Board Recording Secretary Lentz requested the removal of Item 8.1.6. Out of State Field Trip. This item has been withdrawn.

Superintendent's Remarks Prior to Public Comments

None

PUBLIC COMMENTS

SCCCE President Chacanaca reported that the bargaining unit does not have a signed contract with the district. The current unsigned contract expires soon. SCCCE Treasurer Poynter thanked the Superintendent for the open format during meetings. Ms. Poynter thanked the Superintendent and Cabinet members for the open format of the negotiations meeting during the 2015-16 school year. Ms. Poynter also requested that all salaries that are paid to classified employees, including overtime and extra work agreements, are paid at the increased rate.

SUPERINTENDENT'S REPORT

Superintendent Munro reported that new Assistant Superintendents Frank Wells and Patrick Gaffney began their work for the district on July 1. The Cabinet Members have been hard at work planning for the upcoming school year and have staggered vacation times throughout July to keep things running smoothly. On July 18, Summer School sessions began at Gault Elementary, Branciforte Middle School and Harbor High Schools. The programs run through August 12 and are funded through Title I and LCFF. Outcomes will be provided to the Trustees in Fall 2016. SCCS Teachers continue to partner with the University of Florida this summer and two of our teachers uncovered a 5-million-year-old Gomphotherium fossil that will soon be displayed in a museum. Some of our teachers attended the annual summer Panama trip to work alongside scientists on the Panama Canal as part of the GABI Program, and some teachers participated in a 3D Printing and Science Training with the University at the COE during the summer break. On July 13, Bill Monning met with county school superintendents to discuss school issues. Discussion allowed the Superintendent to share the strengths of our county collaboration and concerns about meeting the needs of all students through the LCFF funding process. On July 13, SCCS Cabinet met with Kaiser Permanente Leadership to discuss potential partnerships and supports as they bring services into our community. On July 15 and 16, the Superintendent and Trustees Perez-Granados, Tracy-Proulx and Thompson attended a valuable and inspiring session of the CSBA Leadership Institute. Superintendent Munro met with Superintendents Taylor and Turnbull from the Live Oak and Soquel districts and discussed our collaborative work to ensure a seamless program for all students. Next week, our leadership team returns from summer break and will have the opportunity to take part in various important trainings to prepare for the return of teachers and students. We are still searching for the location of our Board Study Session on the Facilities Master Plan on August 19 at 6:00 p.m. Trustees will have an opportunity to dig into the details of the plan, ask questions of the architects, and discuss the plans together. This study session will inform any changes to the plan before it is brought to the Board for approval on August 31. To best respond to the needs of the community, neighbors and district, we will form a Natural Bridges site committee to refine the final plans for the Natural Bridges campus. The committee will consist of community leaders, neighbors and staff members. Details to come.

BOARD MEMBERS' REPORTS

Board Members' Reports

Board Member Coonerty has heard from various parents and teachers in the district and would like to thank Superintendent Munro for her plans to convene a Natural Bridges Site Committee to refine the plans for this site. It is great to respond to public/neighborhood concerns.

Board Member Vestal has appreciated the slower pace of the summer and having the time to speak with and listen to community concerns.

Board Member Threet has enjoyed spending time with family, and pleased to see the start of the field work at Santa Cruz High School. Ms. Threet was also pleased to see that the pool and other site amenities were being used by the community during this time. A City employee asked us to check on whether the reduced grass lawn and watering requirements might entitle SCCS to some rebates.

Board Member Perez-Granados had the pleasure of helping the new DeLaveaga Library Teacher set up the site library to prepare for the 2016-17 school year. Dr. Perez-Granados met with Harbor parents at the Booster Club kick-off. Dr. Perez-Granados enjoyed the Leadership Institute training in Sacramento last week and learned a great deal and enjoyed time with colleagues and peers.

Board Member Tracy-Proulx appreciated the opportunity to attend the Leadership Institute and have time to discuss issues with board members from across the state. Ms. Tracy-Proulx attended the Harbor High School Booster Club kick-off and was pleased to welcome Principal Runeare in her new position at Harbor High School.

Board President's Report

Board President Thompson also attended the Harbor High School Booster Club meeting and was excited to see that the theme for the year is parent engagement. President Thompson also attended the Leadership Institute training and was pleased to be removed from the busyness of day-to-day decision making and find time to reflect more broadly on responsible governance. The Board President looks forward to more learning opportunities at the Annual California School Board Association Education Conference in December.

APPROVAL OF MINUTES

1. MSP (Threet/Perez-Granados) 6-0, the Board of Education approved the Minutes of the Regular Meeting on June 15, 2016, as submitted.
2. MSP (Tracy-Proulx/Perez-Granados) 6-0, the Board of Education approved the Minutes of the Regular Meeting on June 22, 2016, as submitted.

Consent Agenda

Item 8.1.6. Out of State Field Trip was removed from the Consent Agenda. Ms. Vestal moved approval of the remaining items on the Consent Agenda, consisting of: Item 8.1.1. Personnel Actions – *Certificated*; Item 8.1.2. Personnel Actions – *Classified*; Item 8.1.3. Purchase Orders, Quotes and Bids; Item 8.1.4. Warrant Register; Item 8.1.5. Budget Transfers; Item 8.1.7. 4th Quarterly Williams Report 2015-16; Item 8.1.8. Classified Salary Schedules; Item 8.1.9 Confidential Salary Schedules; Item 8.1.10 Disposition of Surplus Property; Item 8.1.11.1.1. Agreement: Teter Architects-Soquel HS Dust Collector; Item 8.1.11.1.2. CSA: Jerene Lacey; Item 8.1.11.1.3. Agreement: Granite Rock Construction; Item 8.1.11.1.4. Agreement: School Services of Calif.; Item 8.1.11.2.1. CSA: Harbor HS –Kiefer Taylor, Choir; Item 8.1.11.2.2. CSA: Santa Cruz HS: Kiefer Taylor, Choir; Item 8.1.11.3.1. Agreement: Pediatric Therapy Center; Item 8.1.11.3.2. Contract: the ABRITE Organization NPA;

Item 8.1.11.3.3. Contract: Maria Ballard NPA; Item 8.1.11.3.4. Contract: Trumpet Behavioral Health NPA; Item 8.1.11.3.5. Contract: Rebekah Childrens' Services NPS; Item 8.1.11.3.6. Contract: The Bridge School NPS; Item 8.1.11.3.7. Contract: Elevations RTC/Seven Stars NPS. Dr. Coonerty seconded the motion. The motion was passed by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Threet – Yes
Thompson – Yes	Tracy-Proulx – Yes	Vestal – Yes

8.2 Closed Session Actions

8.2.1. Reporting Out on Closed Session Items

1. The Board heard information regarding denied Interdistrict Transfer appeals for Student #1 and Student #2.
3. The Board of Trustees heard information on Expulsion 19-15-16.

The Board of Education was unable to discuss Items 2, 4, and 5 and will return to Closed Session at the conclusion of Open Session to finish this business.

8.2.2. Public Vote on Expulsion

1. MSP (Perez-Granados/Threet) 6-0, the Board of Education approved Expulsion 15-15-16 as submitted by the District.

ITEMS of BUSINESS to be TRANSACTED and/or DISCUSSED

8.3.1 New Business: Resolution 01-16-17 Calling for SCESD Bond Measure for the Nov. 8, 2016 Ballot

Superintendent Munro reported on the process for consideration of the bond resolutions tonight. Previous work included: DecisionInsite demographics study; meetings with Teter and Associates architects and site representatives; 13 community meetings at school sites (advertised in the Sentinel); 7 Board/Community meetings on programs and facilities; faculty meetings at each school site; 11 surveys with almost 1,500 responses acquired; identification of \$300 million in facilities needs; board meeting report from the Dale Scott Company on the district's bonding capacity; board meeting report from Dr. Tim McLarney of True North Research on polling results, board report from the Ad Hoc Facilities Committee on process and recommendations, report from Clifford Moss Consulting on the draft resolutions. Facilities Director Miller was available to assist the Superintendent with questions from the Trustees and the audience members. Following questions, discussion, and comments that included strong support for the process followed by Superintendent Munro and the resolutions from Trustees, as well as support from neighbor Superintendent Turnbull of Soquel Union Elementary and a pledge of support from our teachers' bargaining unit from GSCFT President Kirschen, Board Member Tracy-Proulx moved approval of Resolution 01-16-17 for SCEDS. Board Member Perez-Granados seconded the motion. This motion was approved by roll call vote as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Thompson – Yes
Threet – Yes	Tracy-Proulx – Yes	Vestal – Yes

8.3.2. New Business: Resolution 02-16-17 Calling for SCHSD Bond Measure for the Nov. 8, 2016 Ballot

As the presentation and discussion for the previous items also included the information for Resolution 02-16-17, there was no prior discussion to the motion for approval from Board Member Coonerty. Board Member Threet seconded the motion, which was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Thompson – Yes
Threet – Yes	Tracy-Proulx – Yes	Vestal – Yes

8.3.3 New Business: Superintendent's Contract

Board President Thompson noted that the current contract extension to July 30, 2019 contains the changes that were recommended by the Trustees and aligns the contract with current legislation. MSP (Tracy-Proulx/Vestal) 6-0, the Board of Education approved the Superintendent's contract.

9. Adjournment of Open Session

There being no further Open Session business to come before the Trustees, Board President Thompson adjourned this Open Session of the Regular Meeting at 7:35 p.m.

10. Return to Closed Session

The Trustees returned to Closed Session at 7:36 p.m.

11. Closed Session Actions Report

2. The Board of Trustees took action on Certificated, Classified, and Management leaves, retirements, resignations, and appointments.
4. The Board of Trustees conferred with Legal Counsel regarding an anticipated litigation (Govt. Code Section 54956.9).
The Board of Trustees conferred with Legal Counsel regarding an existing litigation (Govt. Code Section 54956.9(d)(1)).
5. The Board of Trustees approved, 6-0, a settlement agreement to resolve a GSCFT grievance, providing reimbursement to unit members for a portion of one month's medical premium.

12. Adjournment

There being no further Closed Session business to come before the Trustees, Board President Thompson adjourned this Closed Session of the Regular Meeting at 7:59 p.m.

Board Meeting Schedule Information

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2. The Board Study Session on the Facilities Master Plan will be held on August 19, 6:00 p.m., location to be determined.
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23. The Regular Meeting on June 28, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

* ***For more details about this meeting, please visit our district website and listen to the meeting recording:***

<http://www.sccs.santacruz.k12.ca.us/about-us/board-of-education/agendas-a-minutes.html>

Respectfully submitted,

Kris Munro, Superintendent
Santa Cruz City Schools

Alisun Thompson, President
Board of Education

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Certificated Personnel Actions

DATE: August 17, 2016

FROM: Molly Parks, Assistant Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

We recommend the Board of Trustees approve the certificated personnel actions as submitted.

BACKGROUND:

The attached administrative and certificated personnel actions are submitted in accordance with District policy and the negotiated contract.

2016-2017 APPOINTMENTS:

Certificated:

Yesenia Vigil, 1.0 Math Teacher at Harbor High. Yesenia's educational background includes a BA in Mathematics from UC Santa Cruz. Yesenia will hold a CBEST Waiver and will be enrolling in a Math credentialing program. Her status is Probationary 0.

Larkin Wilson, 1.0 ROP Teacher at Harbor High. Larkin's educational background includes a BA in Film and Video from UC Santa Cruz. She holds a Clear Part-Time Designated Subjects Career Technical Education Teaching Credential for Arts, Media and Entertainment. Larkin has ten years of teaching experience and her status is Probationary 1.

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Classified Personnel Actions

MEETING DATE: August 17, 2016

FROM: Molly Parks, Asst. Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

To approve the classified personnel actions as submitted.

BACKGROUND:

The attached lists of classified personnel actions are submitted in accordance with the District, SCCCE Agreement and the Merit Rules.

CLASSIFIED EMPLOYEE ACTIONS

Reviewed by Classified Personnel Director: *Kenee Houser 8/10/2016*

•Employment Actions Concerning Regular Assignments•

Probationary (New Hires or Temporary Employees Made Regular):

Anaya-Mendez, Yesenia, Secretary II - HH, 6hrs/9mo, effective 8/24/16

Brewer, Deadra, Program Accounts Specialist - FS, 8hrs/11mo, effective 8/15/16

Kidd, Kimberly, Instructional Technician/PBS - SE, 5.2hrs/9mo, effective 8/24/16

Rose, Lauren, Secretary III - SC, 8hrs/10mo, effective 8/17/16

Valencia, Natalie, Secretary III - HH, 8hrs/10mo, effective 8/15/16

Promotion:

Paulsen, Kelly, Principal's Secretary - HH, 8hrs/11mo, effective 8/1/16

Reclassification:

Partida, Junnue - CU, from District Assessment Specialist, 8hrs/12mo to Data & Assessment Specialist, 8hrs/12mo, effective - 7/1/16

Voluntary Demotion:

None

Increase/Reduction in FTE - Months/Hours of Service:

None

Additional FTE/Position:

None

Rehire from Layoff - Promotion:

McInerney, Teresa, Instructional Technician/PBS - 5.2hrs/9mo, effective 8/24/16

39-Mo Reinstatement:

Franks, Dorothy, Site Program Coordinator - WL, 1.6hrs/9mo, effective 7/1/16

63-Mo Reinstatement:

None

Transfer:

Barranco, Margarita, Principal's Secretary 8hrs/12mo, transfer from HH to DL, effective 7/1/16

Provisional Assignments (not to exceed 90 working days):

None

Leave of Absence:

None

Separation from Service:

Balkwell, Georgina, Library/Media Services Asst. - HH, 3.5hrs/9mo, Resignation, effective 6/15/16

Ponce, Vanessa, Instructional Technician/ASES - MH, 2hrs/9mo, Resignation, effective 6/30/16

Retirement:

None

•Limited Term Project (not to exceed 126 days)/Substitutes: •

New EWA/Hourly Employees:

Beatton, Sheri, Health Clerk - SS, not to exceed 15hrs, 8/1/16 to 10/30/16

Blyston, Jason, Substitute Custodian - MO, Site & Dept. will Vary, effective 7/26/16

Gould, Erin, Health Clerk - SS, not to exceed 15hrs, 8/1/16 to 10/30/16

Hernandez Luna, Maribel, Health Clerk - SS, not to exceed 15hrs, 8/1/16 to 10/30/16

Juhl, Frances, Health Clerk - SS, not to exceed 15hrs, 8/1/16 to 10/30/16

Ledesma, Shane, Substitute Custodian - MO, Site & Dept. will Vary, effective 7/18/16

Lopez, Teodoro, Senior Custodian - BM, not to exceed 100hrs, 7/10/16 to 6/30/17

Montano, Andrew, Custodian - MO, not to exceed 110hrs, 7/1/16 to 8/25/16

Nganga-Edelson, Davin, Substitute Custodian - MO, Site & Dept. will Vary, effective 7/15/16

Zamora III, Manuel, Substitute Custodian - MO, Site & Dept. will Vary, effective 7/22/2016

Existing EWA/Hourly Employees:

Alley, Mary, Food Service Worker - FS, not to exceed 42hrs, 6/17/16 to 7/15/16

Baldwin, Christian, Maintenance Specialist - MO, not to exceed 50hrs, 7/1/16 to 6/30/17

Bettar, Brian, Maintenance Specialist - MO, not to exceed 50hrs, 7/1/16 to 6/30/17

Burley, Carianna, Program Acct Specialist - FS, not to exceed 147hrs, 7/1/16 to 7/31/16

Carreno Contreras, Food Service Worker - FS - not to exceed 90hrs, 7/18/16 to 8/19/16

Casey, Patrick, School Bus Driver - TR, not to exceed 47hrs, 7/5/16 to 7/15/16

Casey, Patrick, School Bus Driver - TR, not to exceed 20hrs, 7/24/16

Castaneda, Frances, School Bus Driver - TR, not to exceed 25hrs, 7/4/16 to 8/19/16

Davis, Steve, Maintenance Person - MO, not to exceed 50hrs, 7/1/16 to 6/30/17

Day-Smith, Jan, School Bus Driver - TR, not to exceed 5hrs, 7/4/16

Diaz Uribe, Italia, Translator - HH, not to exceed 6hrs, 5/16/16 to 6/15/16

Gaona, Barreto Jesus, Sub Custodian - CP, not to exceed 120hrs, 7/1/16 to 8/22/16
Gaona, Barreto Jesus, Custodian - HR, not to exceed 80hrs, 7/1/16 to 7/15/16
Gaona, Mireya, Instructional Technician - CP, not to exceed 60hrs, 7/1/16 to 8/22/16
Gaona, Mireya, Instructional Technician - CP, not to exceed 80hrs, 7/25/16 to 8/19/16
Gonzales, Elisa, School Community Coordinator - CP, not to exceed 40hrs, 7/1/16 to 7/15/16
Herrera, Edgar, Custodian - HR, not to exceed 80hrs, 7/1/16 to 7/15/16
Jackson, Dwayne, School Bus Driver - TR, not to exceed 6hrs, 7/24/16
Jones Jr, Jack, Groundskeeper III - MO, not to exceed 50hrs, 7/1/16 to 12/1/16
Jorgensen, Kimberly, Food Service Worker - FS, not to exceed 14hrs, 6/17/16 to 7/15/16
Marcotte, Damien, School Bus Driver - TR, not to exceed 15.5hrs, 6/21/16 to 7/24/16
Mayo, Darrell, Sub Custodian - MO, not to exceed 194hrs, 6/20/16 to 7/15/16
Phillips, Randy, Maintenance Specialist - MO, not to exceed 30hrs, 7/1/16 to 6/30/17
Poynter, Barbara, Senior Custodian - MO, not to exceed 48hrs, 7/1/16 to 6/30/17
Randazzo, Timothy, Sub Custodian - MO, not to exceed 194hrs, 6/20/16 to 8/19/16
Reinero, Eden, Maintenance Person - MO, not to exceed 180hrs, No Dates on EWA
Rix, Matthew, Sub Custodian - MO, not to exceed 170hrs, 6/20/16 to 8/19/16
Roberson, Jennifer, Payroll Technician - BS, not to exceed 72hrs, 7/8/16 to 7/31/16
Ruiz, Alejandra, Instructional Technician - ECAI, not to exceed 43hrs, 6/16/16 to 6/30/16
Saarni, Richard, School Bus Driver - TR, not to exceed 5.5hrs, 7/24/16
Segura-Munoz, Andrew, Senior Custodian - MO, not to exceed 40hrs, 7/1/16 to 6/30/17
Toledo de Bardales, Natasha, Clerical Assistant - DL, not to exceed 150hrs, 6/29/16 to 8/24/16
Young Jr., Donald, Custodian - MO, not to exceed 48hrs, 7/1/16 to 6/30/17
Ungor, John, School Bus Driver - TR, not to exceed 60hrs, 6/21/16 to 6/30/16

Limited Term Retiree (not to exceed 960 hours per Government Code 21153):

None

Out of Class:

Trinchero, Suzanne, Finance Director - BS, not to exceed 352hrs, 7/1/16 to 8/31/16

Summer School:

Alley, Mary, Food Service Worker - FS, not to exceed 42hrs, 7/18/16 to 8/19/16
Barrientos, Luz, Program Assistant - Summer School - CP, not to exceed 80hrs, 7/1/16 to 8/22/16
Bautista, Patricia, Career Development Specialist - TP, not to exceed 90hrs, 7/1/16 to 8/23/16
Bjornlie, Dena, Instructional Technician - CP, not to exceed 60hrs, 7/1/16 to 8/22/16

Geffken, Donna, Instructional Technician - CP, not to exceed 60hrs, 7/1/16 to 8/22/16
Guzman, Georgiana, Food Service Worker - FS, not to exceed 90hrs, 7/18/16 to 8/19/16
Jorgensen, Kimberly, Food Service Worker - FS, not to exceed 14hrs, 7/18/16 to 8/19/16
Juarez, Consuelo, Career Development Specialist - TP, not to exceed 90hrs, 7/1/16 to 8/23/16
Linneman, Devon, Career Development Specialist - TP, not exceed 130hrs, 7/1/16 to 8/23/16
Linsdale, Troy, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/19/16
Lucero, Laura, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/19/16
Mayo, Darrell, Custodian - CAI, not to exceed 120hrs, 7/1/16 to 8/22/16
McHale, Betsy, Lead Food Service Worker - FS, not to exceed 90hrs, 7/18/16 to 8/19/16
Medlen, Kristi, Instructional Technician - SE, not to exceed 60hrs, 7/1/16 to 8/22/16
Medlen, Kristi, Instructional Technician - SE, not to exceed 60hrs, 7/25/16 to 8/19/16
Mitchell, Marjorie, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/16/16
Montano, Andrew, Custodian - CAI, not to exceed 120HRS, 7/1/16 TO 8/22/16
Nisewaner, Amanda, Mental Health Specialist - SE, not to exceed 105hrs, 7/22/16 to 8/19/16
Novak, Theresa, Instructional Technician - SE, not to exceed 110hrs, 7/1/16 to 8/22/16
Randazzo, Timothy, Sub Custodian - MO, not to exceed 120hrs, 7/1/16 to 8/22/16
Robles Vazquez, Nereyda, Program Assistant - C, not to exceed 125hrs, 7/1/16 to 8/22/16
Rodriguez, Michael, Food Service Worker - FS, not to exceed 87.5hrs, 7/18/16 to 8/19/16
Ruiz, Alejandra, Instructional Technician - CAI, not to exceed 45hrs, 7/1/16 to 7/15/16
Ruiz, Reyna, Program Assistant - CAI, not to exceed 140hrs, 7/1/16 to 8/22/16
Smith, Allison, Occupational Therapist - SE, not to exceed 74hrs, 7/22/16 to 8/19/16
Soto, Marialouise, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/19/16
Stocker, Christina, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/16/16
Tolentino, Angelica, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/19/16
Tweddle, Barbara, Instructional Technician - SE, not to exceed 110hrs, 7/25/16 to 8/19/16

•Employment Actions Concerning Exempt Assignments from the Classified Service•

Enrichment Services:

Campos Solorio, Miriam, Debate Team Coach - CP, not to exceed 52hrs, 7/12/16 to 8/15/16

Professional Expert:

None

Playground Recess Coach, Yard Duty, Child Care:

None

•Eligibility Lists Established•

Clerical Assistant

Custodian

School Community Coordinator

School Health Clerk

Secretary III

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Purchase Orders, Quotes and Bids

MEETING DATE: August 17, 2016

FROM: Patrick Gaffney, Asst. Supt., Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

It is recommended that the Board of Education approve the purchase orders, quotes and bids as submitted.

BACKGROUND:

A detailed report is attached, listing purchase orders, quotes and bids that require Board approval prior to release to vendors. The following definitions are provided to clarify the differences between purchase orders, quotes and bids:

- Purchase Orders:** For purchases routine in nature and over \$2,500 but under the amount required for a quote.
- Quotes:** When purchases will be \$6,500 to \$15,000 for contracted work or \$12,000 to \$87,800 for materials/supplies, several vendors are contacted for written quotations. This process, though not as rigorous as a bid, insures that the District has involved more than one vendor and will secure a competitive price.
- Bids:** A formal process including advertising to notify prospective bidders, distribution of written specification regarding the work or materials, and compliance with legal guidelines for bidding, must be followed for contracted work projected to cost \$15,000 and over, or for materials and supplies in the sum of \$87,800 or over. Bids are solicited from a wide pool of prospective vendors, thus assuring that when the award is made to the lowest responsible bidder, the District receives the best price available.

BOARD OF EDUCATION**August 17, 2016****PURCHASE ORDERS OVER \$2500**

PO/REQ NO.	SITE	DOLLAR AMOUNT	VENDOR	MATERIALS, SERVICES, ETC.
17-00277	B40SS	\$2,890.00	Didax Educational	Eureka Math K-5. Unrestricted.
17-00276	Bay View	\$4,771.00	Didax Educational	Eureka Math PK-5. Unrestricted.
17-00282	B40SS	\$3,308.57	Houghton Mifflin	Science and ELA teacher editions. Lottery.
17-00283	Soquel High	\$4,134.73	Follett	Practice of Statistics textbooks. Lottery.
17-00285	Soquel High	\$3,405.55	Cengage Learning	English textbooks. Lottery.
17-00287	C.A.I.	\$59,583.77	EAI Education	Graphing Calculators and Batteries. Unrestricted.
17-00288	C.A.I.	\$102,968.00	CPM Educational	Textbooks/Materials. Unrestricted.
17-00289	DeLaveaga	\$9,790.00	Didax Educational	Eureka Math PK-5. Unrestricted.
17-00290	Gault	\$7,133.00	Didax Educational	Eureka Math K-5. Unrestricted.
17-00291	Westlake	\$6,998.00	Didax Educational	Eureka Math K-5. Unrestricted.
17-00292	Bay View	\$23,536.55	Great Minds	Teacher/Student Math textbooks in English and Spanish. Unrestricted.
17-00293	DeLaveaga	\$29,351.83	Great Minds	Teacher/Student Math textbooks in English and Spanish. Unrestricted.
17-00293	Gault	\$17,489.13	Great Minds	Teacher/Student Math textbooks in English and Spanish. Unrestricted.
17-00295	Westlake	\$23,368.83	Great Minds	Teacher/Student Math textbooks in English and Spanish. Unrestricted.
17-00296	C.A.I.	\$5,041.25	Curriculum Associates	Math Software License and Webinar. Unrestricted.
17-00297	Harbor High	\$7,950.17	CPM Educational	Pre-Calculus textbooks. Lottery.
17-00298	B40SS	\$6,705.03	CPM Educational	Core Connection Course textbooks. Lottery.
17-00299	B40SS	\$15,029.39	Pearson Education	Math textbooks. Lottery.

Approved by: _____ Approval Date: _____

BOARD OF EDUCATION**August 17, 2016****PURCHASE ORDERS OVER \$2500**

PO/REQ NO.	SITE	DOLLAR AMOUNT	VENDOR	MATERIALS, SERVICES, ETC.
17-00300	Soquel High	\$10,770.35	Follett	Pre-Calculus textbooks. Lottery.
17-00301	Soquel High	\$12,648.61	Follett	Government textbooks. Lottery.
17-00302	Soquel High	\$6,910.70	Pearson Education	Biology textbooks. Lottery.
17-00303	Soquel High	\$7,573.17	Cengage Learning	Chemistry textbooks. Lottery.
17-00304	IT Dept.	\$8,120.00	West Interactive	SharpSchool Annual Renewal Fee. Unrestricted.
17-00307	Human Resources	\$15,000.00	Calif. Dept. of Justice	Open Order for Fingerprinting Processing Fee. Unrestricted.
17-00326	C.A.I.	\$2,954.00	Santa Cruz Metro	Monthly Bus Passes for Summer School. Title I.
17-00327	C.A.I.	\$2,500.00	Dientes Community	Open Order for Dental Services/Migrant Students during the summer. Title I.
17-00364	Various	\$5,520.00	Cosco	Fire Sprinkler Inspections. Ongoing Maint.
17-00366	Food Service	\$5,000.00	Hobart Sales	Open Order for Repairs. Cafeteria Fund.
17-00368	Finance	\$7,883.33	Anderson Christie	Confirming for Payment – Renewal Fee at 133 Mission. Restricted – 133 Mission.
17-00369	Student Services	\$6,684.23	Palace	Emergency Supplies for the Red Back Packs. Restricted - Safety/JPA/Emergency.
17-00390	Special Ed	\$2,777.61	CDWG	Printers, Projector Screens etc. for Special Ed Classrooms. Capital Facilities Fund.
17-00409	Superintendent	\$13,409.00	CSBA	16/17 Membership Dues. Unrestricted.
17-00410	Superintendent	\$20,000.00	Dannis Woliver Kelly	Legal Services for 16/17. Unrestricted.
17-00411	C.A.I.	\$5,200.00	WestEd	ELA/ELD Framework Intensive Summer Institute. Title III.

Approved by: _____ Approval Date: _____

BOARD OF EDUCATION**August 17, 2016****PURCHASE ORDERS OVER \$2500**

PO/REQ NO.	SITE	DOLLAR AMOUNT	VENDOR	MATERIALS, SERVICES, ETC.
17-00412	Superintendent	\$5,755.00	CSBA	Gamut Online & Manual Maint. 16/17. Unrestricted.
17-00413	Superintendent	\$25,000.00	Fagen Friedman & Fulfroost	Legal Services for 16/17. Unrestricted.
17-00430	Various	\$8,250.00	AT&T Mobility	Cell Phone service. Unrestricted, Title 1, Ongoing Maint., Cafeteria Fund, Transportation.
17-00438	Finance	\$23,200.00	Jerene Lacey	CSA for Financial Services. Core Budget.
17-00464	IT Dept.	\$8,280.00	Shout Point	24 Interconnected VoIP lines for Infinite Campus. Unrestricted.
17-00465	Food Service	\$14,007.00	Santa Cruz Restaurant Supply	3 Freezers, 2 Coolers. Cafeteria Fund.
17-00466	Transportation	\$6,000.00	Salinas Valley Ford	Open Order for Bus Repairs. Transportation – Home to School.
17-00477	Food Services	\$10,777.13	Heartland	Serving Line computer. Cafeteria Fund.
17-00502	Facilities	\$3,500.00	County of SC	Change Order for Health Permits. Ongoing Maint.
17-00503	Santa Cruz High	\$4,000.00	Ace Portable Services	Porta Potty rentals for Football Field. Facility Use Fees.
17-00511	Various	\$156,096.00	Brazos Urethane	Roof Restoration – Phase II. Bid 2016-1 awarded by the Board 6/15/16. Building Fund.
17-00512	Santa Cruz High	\$4,200.00	Albert's Plumbing	Street Trap/Cleanout and Sewer repair. Ongoing Maint.
17-00527	Harbor High	\$2,806.24	Coulter Ventures	Weight Room Equipment. Donations.
17-00533	Various	\$12,480.00	Hart Floor Co.	Refinish Gym Floors. Facility Use Fees.
17-00534	Various	\$19,000.00	Kone Inc.	Monthly Elevator and Lift Maint. Ongoing Maint.

Approved by: _____

Approval Date: _____

BOARD OF EDUCATION**August 17, 2016****PURCHASE ORDERS OVER \$2500**

PO/REQ NO.	SITE	DOLLAR AMOUNT	VENDOR	MATERIALS, SERVICES, ETC.
17-00537	Transportation	\$4,133.61	Norcal Kenworth	Confirming for Payment – Bus Repairs. Transportation – Special Ed.
17-00540	Various	\$2,501.38	Cintas Corp	Confirming for Payment – Carpet Cleaning. Unrestricted.
17-00551	Various	\$73,288.32	Mobile Modular	Lease Payments for Modular classrooms. Capital Facilities Fund.
17-00552	Bay View	\$7,180.00	Dilbeck & Sons	Installation of new wall for Special Ed classroom. Capital Facilities Fund.
17-00553	B40M	\$7,530.09	California Premier Restoration	Add door and walls to Bldg. 40. Capital Facilities Fund.
17-00554	Superintendent	\$20,000.00	Carolyn Post	Superintendent and Trustee coaching 2016-17. CSA to the board 8/17/16. Unrestricted.
17-00555	District	\$20,457.00	Ray Morgan Co.	Annual copier maintenance for all copiers. Core Budget.
17-00556	District	\$7,157.49	Pitney Bowes	Annual Lease on the D.O. Postage Meter. Core Budget.
17-00567	Student Services	\$9,850.00	City of SC	Confirming for Payment – Self Defense Classes for 16/17. Unrestricted.
17-00568	District	\$90,000.00	AT&T	Gigaman – Fiber Optic Network. Unrestricted.
17-00466	Transportation	\$4,000.00	Salinas Valley Ford	Change Order to increase Open Order for Repairs. Transportation – School to Home.
17-00585	IT Dept.	\$52,600.00	Dicar Networks	Wireless Access Points including Mounting, Configuration and Support. Unrestricted.
17-00592	C.A.I.	\$2,920.00	Fresno COE	Cyber High Licenses for Summer School. Title I.

Approved by: _____ Approval Date: _____

BOARD OF EDUCATION

August 17, 2016

PURCHASE ORDERS OVER \$2500

Approved by: _____ Approval Date: _____

BOARD OF EDUCATION

August 17, 2016

PURCHASE ORDERS OVER \$2500

ADDENDUM

PO/REQ NO.	SITE	DOLLAR AMOUNT	VENDOR	MATERIALS, SERVICES, ETC.
TBA	Special Ed	\$13,100.00	Deirdre Hickey-Sturm	CSA with a BCBA for assessment services of students with disabilities and training of general and special education staff that support these students in mainstream settings. Service period: 8/15/2016 - 6/30/2017. Special Ed - MediCal Grant Approved Expenditure
17-00626	District	\$9,875.00	Decisioninsite LLC	Enrollment Projections. Capital Facilities Fund.

Approved by:_____ Approval Date:_____

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Warrant Register

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the warrants on the Board Payment Report. The report covers vendor warrants issued from 6/10/16 –8/4/16. Hard copies of the report are available for public review at the Board Meeting.

AGENDA ITEM: 8.1.4

NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
984046	06/16/2016	1 ONLINE TUTORING LLC	\$797.63
984047	06/16/2016	ABA BUILDING SERVICES	\$813.00
984048	06/16/2016	ACADEMIC TUTORING SERVICE	\$2,567.50
984049	06/16/2016	ACADEMIC TUTORING SERVICES	\$1,166.00
984050	06/16/2016	ACE PORTABLE SERVICES	\$750.61
984051	06/16/2016	ACSA	\$328.00
984052	06/16/2016	AIR CLEANING SPECIALISTS INC	\$6,172.00
984053	06/16/2016	AKJ EDUCATION	\$773.16
984054	06/16/2016	ALPHAGRAPHICS PRINTSHOPS	\$141.38
984055	06/16/2016	ALWAYS TOWING & RECOVERY INC	\$437.50
984056	06/16/2016	AMAZON	\$5,901.17
984057	06/16/2016	AMERICAN EAGLE ENTERPRISES	\$11,150.00
984058	06/16/2016	Amy R Hedrick-Farr	\$267.91
984059	06/16/2016	Analilia Santacruz	\$275.86
984060	06/16/2016	Angela K Meeker	\$567.09
984061	06/16/2016	Anne W Fliesler	\$60.37
984062	06/16/2016	AP EXAMS	\$22,767.00
984063	06/16/2016	APPI	\$8,939.47
984064	06/16/2016	APPLE COMPUTER INC	\$2,670.99
984065	06/16/2016	ART OF PROBLEM SOLVING	\$1,370.52
984066	06/16/2016	AURA HARDWOODS INC	\$1,624.02
984067	06/16/2016	B & B SMALL ENGINE REPAIR	\$234.30
984068	06/16/2016	BAY PLUMBING SUPPLY	\$120.32
984069	06/16/2016	Belynda G Flippo	\$76.90
984070	06/16/2016	BIG CREEK LUMBER	\$204.01
984071	06/16/2016	BIORAD LABORATORIES	\$1,150.13
984072	06/16/2016	BLICK ART MATERIALS	\$27.81
984073	06/16/2016	BOBBYS PIT STOP INC	\$240.00
984074	06/16/2016	BOYS & GIRLS CLUB OF SANTA CRUZ	\$250.00
984075	06/16/2016	C & N TRACTORS	\$377.08
984076	06/16/2016	CALIFORNIA DEPT OF JUSTICE	\$416.00
984077	06/16/2016	CARTRIDGE WORLD OF WALNUT CRK	\$174.66
984078	06/16/2016	CDW GOVERNMENT INC.	\$1,650.23
984079	06/16/2016	CDWG INC	\$363.41
984080	06/16/2016	CINTAS CORPORATIONS	\$8,362.57
984081	06/16/2016	CLARK SECURITY PRODUCTS INC	\$204.22
984083	06/16/2016	COMPLETE MAILING SERVICE INC	\$2,818.98
984084	06/16/2016	COMPLETE OFFROAD	\$466.54

Check Register Report

Closed-SCCS-061616

SCCS

984085	06/16/2016	CONTINENTAL ATHLETIC	\$4,850.46
984086	06/16/2016	COSTCO	\$1,375.61
984087	06/16/2016	COURT-ORDERED DEBT COLLECTIONS	\$191.63
984088	06/16/2016	CRYSTAL SPRINGS WATER AKA DTJ	\$12.00
984089	06/16/2016	DANIELSEN CO.	\$4,955.91
984090	06/16/2016	DAVIS PUBLICATIONS INC	\$897.93
984091	06/16/2016	DELTA EDUCATION INC	\$820.10
984092	06/16/2016	DEMCO INC	\$170.25
984093	06/16/2016	DEMOULIN BROTHERS & COMPANY	\$2,347.17
984094	06/16/2016	DEPARTMENT OF GENERAL SERVICES	\$132.50
984095	06/16/2016	Devon M Linneman	\$64.37
984096	06/16/2016	DICK BLICK CO	\$71.67
984097	06/16/2016	DISCOUNT SCHOOL SUPPLY	\$938.35
984098	06/16/2016	DISCOUNT VIALS	\$58.43
984099	06/16/2016	EASTER SEALS CENTRAL CALIF	\$78,009.00
984100	06/16/2016	Eugenia Robles-Colmenares	\$11.77
984101	06/16/2016	EVALUMETRICS INC	\$952.90
984102	06/16/2016	EWING IRRIGATION PRODUCTS	\$618.27
984103	06/16/2016	FEDEX	\$131.98
984104	06/16/2016	FLYERS ENERGY LLC	\$1,197.03
984105	06/16/2016	FOLLETT SCHOOL SOLUTIONS INC	\$371.98
984106	06/16/2016	GENERAL FEED & SEED	\$42.34
984107	06/16/2016	GEO H WILSON INC	\$1,986.27
984108	06/16/2016	GOLD STAR FOODS	\$3,681.99
984109	06/16/2016	GRADUATION OUTLET	\$254.85
984110	06/16/2016	GREAT MINDS	\$1,400.00
984111	06/16/2016	HAMMOND GLASS ENGRAVING	\$188.20
984112	06/16/2016	HANDWRITING WITHOUT TEARS INC	\$227.33
984113	06/16/2016	HARTFORD GROUP BENEFITS, THE	\$3,595.21
984114	06/16/2016	HARTFORD, THE	\$4,727.27
984115	06/16/2016	HINES PEST CONTROL	\$135.00
984116	06/16/2016	HOME DEPOT INC	\$102.68
984117	06/16/2016	INFINITE CAMPUS	\$198.00
984118	06/16/2016	Jennifer A Wildman	\$167.36
984119	06/16/2016	Jon S Wells	\$66.21
984120	06/16/2016	Judy K Bartle	\$51.83
984121	06/16/2016	JW PEPPER & SON, INC.	\$17.88
984122	06/16/2016	KELLY MOORE PAINT CO	\$174.61
984123	06/16/2016	Kris L Sihler	\$42.92
984124	06/16/2016	Kristin A Pfothenhauer	\$157.70
984125	06/16/2016	LINCOLN AQUATICS	\$1,689.05

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984126	06/16/2016	LLOYDS TIRE SERVICE INC	\$1,612.74
984127	06/16/2016	LOZANO SMITH LLP	\$550.00
984128	06/16/2016	MAGNOLIA SUN LLC	\$4,857.09
984129	06/16/2016	Maria Begin-Schroeder	\$68.40
984130	06/16/2016	Martin J Aubry	\$115.00
984131	06/16/2016	MATHWIZ	\$1,313.25
984132	06/16/2016	Matthew S Kurkjian	\$30.13
984133	06/16/2016	MCGRAW HILL EDUC HOLDINGS LLC	\$34.46
984134	06/16/2016	Michelle M Hayward	\$156.82
984135	06/16/2016	NAPA SANTA CRUZ	\$11.68
984136	06/16/2016	OLIVER PACKAGING & EQUIPMENT CO	\$313.20
984137	06/16/2016	ORGANIZED SPORTWEAR	\$3,509.36
984138	06/16/2016	PAJARO VALLEY USD	\$2,473.57
984139	06/16/2016	PALACE ART & OFFICE SUPPLY	\$1,744.27
984140	06/16/2016	PC & MAC EXCHANGE	\$2,588.32
984141	06/16/2016	PERFECTION LEARNING CORP	\$484.77
984142	06/16/2016	PHOENIX CERAMICS SUPPLY	\$3,999.71
984143	06/16/2016	PRODUCERS DAIRY FOODS INC	\$1,737.60
984144	06/16/2016	PROVISION GLASS & WINDOW INC	\$82.27
984145	06/16/2016	RIVERSIDE LIGHTING	\$90.29
984146	06/16/2016	SAFeway STORES INC	\$702.50
984147	06/16/2016	SAN LORENZO LUMBER & HOME CTR	\$525.48
984148	06/16/2016	SAN LORENZO VALLEY USD	\$826.77
984149	06/16/2016	SANTA CRUZ COE	\$27,535.00
984150	06/16/2016	SANTA CRUZ ELECTRONICS	\$1,428.90
984151	06/16/2016	SANTA CRUZ HS DISTRICT	\$13,462.96
984152	06/16/2016	SANTA CRUZ PLUMBING INC	\$1,150.00
984153	06/16/2016	SANTA CRUZ RECORDS MANAGEMENT	\$63.75
984154	06/16/2016	SANTA CRUZ TELEPHONE	\$528.33
984155	06/16/2016	SANTA CRUZ TRANSPORTATION LLC	\$4,867.50
984156	06/16/2016	SISC	\$1,056,084.10
984157	06/16/2016	SLAKEY BROTHERS INC.	\$132.03
984158	06/16/2016	SOLAR CITY BILLING	\$4,942.90
984159	06/16/2016	SURTEC INC	\$8,613.33
984160	06/16/2016	SYSCO FOOD SERVICES OF SF	\$8,707.87
984161	06/16/2016	TEACHER CREATED MATERIALS	\$900.96
984162	06/16/2016	THE ABRITE ORGANIZATION	\$59,505.20
984163	06/16/2016	THE PRINT GALLERY	\$338.04
984164	06/16/2016	THOMAS MUSICAL INSTRUMENTS	\$5,994.31
984165	06/16/2016	Todd A Kramer	\$49.47
984166	06/16/2016	TOYOTA MATERIAL HANDLING	\$895.93

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984167	06/16/2016	Trevor R Miller	\$337.90
984168	06/16/2016	UNITED PARCEL SERVICE	\$96.80
984169	06/16/2016	Valerie J McFadden	\$314.21
984170	06/16/2016	VERDE DESIGN INC	\$22,166.00
984171	06/16/2016	WATSONVILLE COAST PRODUCE INC	\$1,945.75
984172	06/16/2016	WILLIE STOKES	\$1,724.62
984173	06/16/2016	WOODWIND AND BRASSWIND	\$1,490.97

COUNT :	127	TOTAL :	\$1,454,868.
			86

Fund Type	Amount	GRAND TOTAL :	\$1,454,868.
01	\$1,343,234.09	TOTAL COUNT :	127
11	\$21,870.51		
13	\$54,135.30		
21	\$24,545.96		
25	\$11,083.00		
TOTAL:	\$1,454,868.86		

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NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	984174	06/16/2016	AVID CENTER	\$725.00
	984175	06/16/2016	BUSINESS CARD	\$2,043.82
	COUNT :		2	TOTAL : \$2,768.82
Fund Type	Amount		GRAND TOTAL :	\$2,768.82
01	\$2,768.82		TOTAL COUNT :	2
TOTAL:	\$2,768.82			

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NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
984888	06/23/2016	A TOOL SHED EQUIPMENT RENTALS	\$550.00
984889	06/23/2016	ABA BUILDING SERVICES	\$835.00
984890	06/23/2016	ACADEMIC LEARNING COMPANY	\$2,940.00
984891	06/23/2016	ACCURATE LABEL DESIGNS INC	\$150.95
984892	06/23/2016	ACE PORTABLE SERVICES	\$573.19
984893	06/23/2016	AMAZON	\$8,655.03
984894	06/23/2016	AMERICAN MATHEMATICS	\$141.00
984895	06/23/2016	AP EXAMS	\$36,463.00
984896	06/23/2016	APPI	\$251.51
984897	06/23/2016	BAY PLUMBING SUPPLY	\$177.54
984898	06/23/2016	BEAVER INDUSTRIAL SUPPLY	\$834.54
984899	06/23/2016	BELLI ARCHITECTURAL GROUP INC	\$503.65
984900	06/23/2016	BENCHMARK EDUCATION CO.	\$3,627.81
984901	06/23/2016	BEST WESTERN SUTTER HOUSE	\$1,557.47
984902	06/23/2016	BOBBYS PIT STOP INC	\$120.00
984903	06/23/2016	BRINKS AWARDS & SIGNS	\$78.30
984904	06/23/2016	BROPRINTS INC	\$233.81
984905	06/23/2016	CABRILLO COLLEGE	\$3,764.29
984906	06/23/2016	Carmen Zuniga	\$222.25
984907	06/23/2016	CARTRIDGE WORLD OF WALNUT CRK	\$130.19
984908	06/23/2016	CASTLE REPAIRS & REFRIGERATION	\$684.34
984909	06/23/2016	CDW GOVERNMENT INC.	\$1,731.45
984910	06/23/2016	CDWG INC	\$33,551.63
984911	06/23/2016	CENTER ON TEACHING & LEARNING	\$75.00
984912	06/23/2016	CENTRAL HOME SUPPLY	\$298.24
984913	06/23/2016	Chrystal N Taguiran	\$21.17
984914	06/23/2016	CITY OF SANTA CRUZ	\$300.48
984915	06/23/2016	CLIFFORD MOSS LLC	\$5,000.00
984916	06/23/2016	CLUB Z IN-HOME TUTORING	\$8,294.84
984917	06/23/2016	COALITION FOR ADEQUATE SCHOOL	\$261.00
984918	06/23/2016	Consuelo Juarez	\$46.88
984919	06/23/2016	CONTINENTAL ATHLETIC	\$164.29
984920	06/23/2016	COSTCO	\$205.72
984921	06/23/2016	CRAFT SUPPLIES USA	\$2,606.86
984922	06/23/2016	D & G SANITATION	\$103.14
984923	06/23/2016	DEMSEY FILLIGER & ASSOCIATES LLC	\$5,000.00
984924	06/23/2016	DICK BLICK CO	\$16.30
984925	06/23/2016	DIRECT LINE TELE RESPONSE	\$99.00

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984926	06/23/2016	Elizabeth O Orozco	\$43.30
984927	06/23/2016	Elizabeth T Lindsley	\$175.07
984928	06/23/2016	ENCOMPASS COMMUNITY SERVICES	\$24,500.00
984929	06/23/2016	EWING IRRIGATION PRODUCTS	\$972.42
984930	06/23/2016	FAGEN FRIEDMAN & FULFROST LLP	\$696.50
984931	06/23/2016	FASTENAL CO	\$153.80
984932	06/23/2016	FIX AIR	\$1,289.30
984933	06/23/2016	FOLLETT SCHOOL SOLUTIONS INC	\$1,885.86
984934	06/23/2016	GALE/CENGAGE LEARNING	\$702.30
984935	06/23/2016	GENERAL BINDING CORP.	\$76.93
984936	06/23/2016	GEORGE M SILVA	\$775.00
984937	06/23/2016	GOLD STAR FOODS	\$2,093.94
984938	06/23/2016	GREENWASTE RECOVERY INC	\$5,419.67
984939	06/23/2016	HERFF JONES INC	\$7.73
984940	06/23/2016	HERFF JONES INC	\$1,674.89
984941	06/23/2016	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	\$1,975.98
984942	06/23/2016	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	\$499.30
984943	06/23/2016	ILLUMINATE EDUCATION INC	\$1,500.00
984944	06/23/2016	INDEPENDENT ELECTRIC SUPPLY IN	\$311.91
984945	06/23/2016	INVENTABLES INC	\$4,411.06
984946	06/23/2016	Jeffrey W Singson	\$82.75
984947	06/23/2016	JERENE LACEY	\$6,429.38
984948	06/23/2016	Jessica A Murray	\$19.22
984949	06/23/2016	Jessica E Brooks	\$45.54
984950	06/23/2016	Joseph C Culver	\$211.25
984951	06/23/2016	JW PEPPER & SON, INC.	\$721.19
984952	06/23/2016	Katelyn S Byrne	\$70.88
984953	06/23/2016	KELLY MOORE PAINT CO	\$896.48
984954	06/23/2016	KP LLC - 8311	\$495.18
984955	06/23/2016	LAKESHORE LEARNING MATERIALS	\$283.16
984956	06/23/2016	Mario A Singleterry	\$30.58
984957	06/23/2016	Matthew S Kurkjian	\$16.74
984958	06/23/2016	MICHAELS TRANSPORTATION	\$1,054.80
984959	06/23/2016	Monica A Marlatt	\$140.67
984960	06/23/2016	MONTANO PLUMBING INC	\$6,031.18
984961	06/23/2016	NAPA SANTA CRUZ	\$1,421.80
984962	06/23/2016	NORTH BAY FORD	\$295.82
984963	06/23/2016	OFFICE DEPOT	\$329.82
984964	06/23/2016	PALACE ART & OFFICE SUPPLY	\$7,236.24

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984965	06/23/2016	PALOS SPORTS	\$56.94
984966	06/23/2016	Patricia E Bautista	\$558.80
984967	06/23/2016	Patricia Travers	\$57.04
984968	06/23/2016	Patty Switzer	\$282.17
984969	06/23/2016	PRODUCERS DAIRY FOODS INC	\$1,765.65
984970	06/23/2016	PSAT 10	\$1,185.00
984971	06/23/2016	REALLY GOOD STUFF INC	\$48.42
984972	06/23/2016	RIO GRANDE ALBUQUERQUE INC.	\$144.74
984973	06/23/2016	SAFEWAY STORES INC	\$179.20
984974	06/23/2016	SAN LORENZO LUMBER & HOME CTR	\$3,563.26
984975	06/23/2016	SANTA CRUZ COE	\$46,314.62
984976	06/23/2016	SANTA CRUZ COUNTY OFFICE OF ED	\$450.00
984977	06/23/2016	SANTA CRUZ HS DISTRICT	\$775.00
984978	06/23/2016	SANTA CRUZ PLUMBING INC	\$474.00
984979	06/23/2016	SANTA CRUZ RECORDS MANAGEMENT	\$204.17
984980	06/23/2016	SANTA CRUZ SAW AND TOOL	\$700.00
984981	06/23/2016	Sara A Goldfarb	\$75.99
984982	06/23/2016	SCHILLINGER, MARY	\$2,800.00
984983	06/23/2016	SCHOOL OUTFITTERS	\$557.98
984984	06/23/2016	SOUTH COAST CONSTRUCTION	\$6,015.13
984985	06/23/2016	SOUTH COAST CONSTRUCTION	\$2,860.00
984986	06/23/2016	SYSCO FOOD SERVICES OF SF	\$912.04
984987	06/23/2016	TEACHER CREATED MATERIALS	\$162.21
984988	06/23/2016	Teodoro Lopez	\$155.75
984989	06/23/2016	THE BULK BOOK STORE	\$713.75
984990	06/23/2016	TPRS PUBLISHING INC	\$1,658.00
984991	06/23/2016	TRI DIM FILTER CORP.	\$3,230.06
984992	06/23/2016	UC REGENTS	\$650.00
984993	06/23/2016	UNITED PARCEL SERVICE	\$32.00
984994	06/23/2016	UNITED RENTALS (N.AMER) INC	\$461.18
984995	06/23/2016	US BANK	\$209.31
984996	06/23/2016	WARDS NATURAL SCIENCE EST LLC	\$1,290.33
984997	06/23/2016	WATSONVILLE COAST PRODUCE INC	\$1,273.50
984998	06/23/2016	WENGER CORP	\$938.51

COUNT :

111

TOTAL :

\$276,002.26

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Fund Type	Amount	GRAND TOTAL :	\$276,002.26
01	\$253,271.33	TOTAL COUNT :	111
11	\$329.82		
13	\$6,991.15		
14	\$503.65		
21	\$14,906.31		
TOTAL:	\$276,002.26		

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Closed-SCCS-062316 MILLER, TR

SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	984999	06/23/2016	Trevor R Miller	\$346.27
	COUNT :		1	TOTAL :
Fund Type	Amount		GRAND TOTAL :	\$346.27
01	\$346.27		TOTAL COUNT :	1
TOTAL:	\$346.27			

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	985077	06/23/2016	CONTINENTAL ATHLETIC	\$5,000.00
	985078	06/23/2016	ENIDLEE CONSULTANTS INC	\$10,000.00
	985079	06/23/2016	JET MULCH INC	\$7,999.20
		COUNT :	3	TOTAL : \$22,999.20
Fund Type		Amount		GRAND TOTAL : \$22,999.20
01		\$22,999.20		TOTAL COUNT : 3
TOTAL:		\$22,999.20		

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NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
985312	06/28/2016	A-Z BUS SALES INC	\$1,179.51
985313	06/28/2016	ACE PORTABLE SERVICES	\$310.31
985314	06/28/2016	Alethea J Hasbrouck	\$373.14
985315	06/28/2016	Alexandria Eklof	\$35.37
985316	06/28/2016	ALPHAGRAPHICS PRINTSHOPS	\$709.26
985317	06/28/2016	Amy R Hedrick-Farr	\$130.46
985318	06/28/2016	ANTHEM SPORTS LLC	\$3,182.00
985319	06/28/2016	APPI	\$561.73
985320	06/28/2016	AT&T	\$4,514.12
985321	06/28/2016	AT&T	\$5,683.51
985322	06/28/2016	AUTO ELECTRIC SPECIALIST	\$872.40
985323	06/28/2016	BALANCE4KIDS	\$12,440.51
985324	06/28/2016	BAY PLUMBING SUPPLY	\$97.24
985325	06/28/2016	BIG CREEK LUMBER	\$73.97
985326	06/28/2016	BLUE WATER SEDANS & LIMOS (AKA: JABOBA INC)	\$11,440.00
985327	06/28/2016	BOBBYS PIT STOP INC	\$1,623.70
985328	06/28/2016	C & N TRACTORS	\$66.92
985329	06/28/2016	Carol Maletti	\$67.78
985330	06/28/2016	CAROLINA BIOLOGICAL	\$109.77
985331	06/28/2016	Catherine S Meyer-Johnson	\$151.96
985332	06/28/2016	CATTOS GRAPHICS INC	\$628.03
985333	06/28/2016	CITY OF SANTA CRUZ	\$2,450.75
985334	06/28/2016	CITY OF SANTA CRUZ	\$25,500.00
985335	06/28/2016	CLAIRE E OSHETSKY AND DAVID A TRISTRAM	\$23,901.96
985336	06/28/2016	COMCAST	\$188.98
985337	06/28/2016	COSTCO	\$533.79
985338	06/28/2016	Deborah L Molina	\$746.46
985339	06/28/2016	Debra L Brown	\$184.30
985340	06/28/2016	Devon M Linneman	\$525.00
985341	06/28/2016	DIESELWORKS	\$9,527.85
985342	06/28/2016	Elizabeth T Lindsley	\$138.50
985343	06/28/2016	FEDEX	\$48.13
985344	06/28/2016	FLYERS ENERGY LLC	\$969.72
985345	06/28/2016	Gabriela M Santos Meany	\$353.03
985346	06/28/2016	HALPER, KATHRYN	\$563.00
985347	06/28/2016	HARBOR HIGH SCHOOL	\$145.12
985348	06/28/2016	Helen M Stuart	\$91.16

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985349	06/28/2016	Hilary A Briscoe	\$56.32
985350	06/28/2016	HOME DEPOT INC	\$88.78
985351	06/28/2016	ICSA BOARDROOM APPS NORTH AMERICA INC	\$8,750.00
985352	06/28/2016	ISIAIAH DISCIPULO	\$500.00
985353	06/28/2016	Jennifer A Wildman	\$208.22
985354	06/28/2016	Jessica K Pizzica	\$275.98
985355	06/28/2016	Joanne M Volpe	\$25.60
985356	06/28/2016	Joyce J Cunningham	\$58.48
985357	06/28/2016	Judith R Grijalva	\$10.50
985358	06/28/2016	Julie P Santana	\$631.80
985359	06/28/2016	Juliette E Hebert	\$5.44
985360	06/28/2016	KATHERINE D. SCHUYLER	\$3,562.50
985361	06/28/2016	KELLY MOORE PAINT CO	\$32.48
985362	06/28/2016	Kim Tuson	\$157.36
985363	06/28/2016	KONE INC	\$1,545.21
985364	06/28/2016	Kristin A Pfothner	\$250.66
985365	06/28/2016	KUBOTA LEASING	\$647.28
985366	06/28/2016	Laurie K Gibson	\$37.05
985367	06/28/2016	LINCOLN AQUATICS	\$366.18
985368	06/28/2016	LLOYDS TIRE SERVICE INC	\$38.06
985369	06/28/2016	MARIA E ARIAGNO BALLARD MPT	\$6,437.50
985370	06/28/2016	MEDICAL BILLING TECHNOLOGIES	\$4,817.91
985371	06/28/2016	Midori S Tetreault	\$33.70
985372	06/28/2016	MPS	\$4,546.51
985373	06/28/2016	NAPA SANTA CRUZ	\$7,307.59
985374	06/28/2016	Nina A Willcox	\$178.31
985375	06/28/2016	NORTH BAY FORD	\$725.23
985376	06/28/2016	PACIFIC GAS & ELECTRIC CO	\$38,039.78
985377	06/28/2016	Patty Switzer	\$422.82
985378	06/28/2016	PEDIATRIC THERAPY CENTER	\$1,225.00
985379	06/28/2016	PITNEY BOWES INC	\$596.46
985380	06/28/2016	RAY MORGAN COMPANY	\$156.28
985381	06/28/2016	Rebecca M Cole	\$183.98
985382	06/28/2016	ROYAL WHOLESALE ELECTRIC	\$49,185.56
985383	06/28/2016	RUDERMAN & KNOX LLP	\$10,000.00
985384	06/28/2016	SAFEWAY STORES INC	\$34.50
985385	06/28/2016	SALINAS VALLEY FORD TRUCK SALES	\$5,847.18
985386	06/28/2016	SANTA CRUZ COUNTY OFFICE OF ED	\$24,281.20
985387	06/28/2016	SANTA CRUZ HIGH SCHOOL	\$131.08
985388	06/28/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$589.66

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985389	06/28/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$748.63
985390	06/28/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$26,350.95
985391	06/28/2016	SANTA CRUZ RECORDS MANAGEMENT	\$32.30
985392	06/28/2016	SANTA CRUZ SENTINEL	\$681.01
985393	06/28/2016	SANTA CRUZ TRANSPORTATION LLC	\$3,440.50
985394	06/28/2016	SCHOOL SERVICES OF CALIF	\$1,085.00
985395	06/28/2016	SOLAR CITY BILLING	\$5,207.32
985396	06/28/2016	SOLAR CITY BILLING	\$9,876.14
985397	06/28/2016	SPECIAL KIDS CRUSADE	\$5,800.00
985398	06/28/2016	SPURR	\$15,110.41
985399	06/28/2016	Staci L Weisman	\$340.58
985400	06/28/2016	Stacy L O'Farrell	\$1,797.93
985401	06/28/2016	Stanhope F Cunningham	\$119.40
985402	06/28/2016	Tara M Rous	\$84.13
985403	06/28/2016	TETER LLP	\$5,741.50
985404	06/28/2016	THE BAY SCHOOL	\$36,771.45
985405	06/28/2016	UC REGENTS, UCSC	\$232.00
985406	06/28/2016	Vanessa Ragan	\$134.35
985407	06/28/2016	Victoria L Shuts	\$145.26
985408	06/28/2016	VIRCO INC	\$2,023.40
985409	06/28/2016	Virginia R Hartman	\$26.46
985410	06/28/2016	Wendy Robinson	\$60.91
985411	06/28/2016	ZACHARY LATHAM	\$1,000.00

COUNT : 100 TOTAL : \$398,917.22

Fund Type Amount GRAND TOTAL : \$398,917.22

TOTAL COUNT : 100

01	\$387,013.15
11	\$1,677.10
13	\$314.79
21	\$1,382.41
25	\$7,029.77
73	\$1,500.00

TOTAL: \$398,917.22

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	986205	07/07/2016	APPI	\$335.62
	986206	07/07/2016	AT&T MOBILITY	\$894.74
	986207	07/07/2016	BURKE EDUC CONSULTING	\$3,500.00
	986208	07/07/2016	CAROLYN R POST	\$1,175.00
	986209	07/07/2016	CDW GOVERNMENT INC.	\$5,262.75
	986210	07/07/2016	HILLYARD INC	\$1,016.49
	986211	07/07/2016	JERENE LACEY	\$2,625.75
	986212	07/07/2016	Jolene C Kemos	\$111.00
	986213	07/07/2016	Julie W McIntyre	\$715.09
	986214	07/07/2016	KIEFER LUIS TAYLOR	\$1,138.50
	986215	07/07/2016	Kristin A Pfothhauer	\$443.92
	986216	07/07/2016	Nancy L Aylsworth	\$75.00
	986217	07/07/2016	PALACE ART & OFFICE SUPPLY	\$113.65
	986218	07/07/2016	PHOENIX CERAMICS SUPPLY	\$2,050.48
	986219	07/07/2016	SCHOOL INNOVATIONS & ACHIEVEMENT	\$16,500.00
	986220	07/07/2016	Sharon D Mullowney	\$111.00
	986221	07/07/2016	SUPERIOR ALARM CO	\$224.50
	986222	07/07/2016	Susan Shisler	\$35.32
	986223	07/07/2016	Suzanne L Trinchero	\$89.82
		COUNT :	19	TOTAL : \$36,418.63
Fund Type		Amount		GRAND TOTAL : \$36,418.63
01		\$34,338.10		TOTAL COUNT : 19
11		\$2,050.48		
13		\$30.05		
TOTAL:		\$36,418.63		

NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
986682	07/14/2016	Alejandra L Ruiz	\$18.14
986683	07/14/2016	Allison P Smith	\$30.00
986684	07/14/2016	AMERICAN TECHNOLOGIES INC	\$77,516.95
986685	07/14/2016	ANDERSON CHRISTIE INC	\$3,636.00
986686	07/14/2016	BALANCE4KIDS	\$100,820.44
986687	07/14/2016	BELLI ARCHITECTURAL GROUP INC	\$165.00
986688	07/14/2016	BOOKSHOP SANTA CRUZ INC	\$176.07
986689	07/14/2016	C & N TRACTORS	\$7,585.31
986690	07/14/2016	Carbys M Zimmerman	\$260.04
986691	07/14/2016	CASSANDRA GUTIERREZ	\$250.00
986692	07/14/2016	CERTIFIED BACKFLOW ASSEMBLY TESTING LLC	\$204.00
986693	07/14/2016	Colette A Enemark	\$109.08
986694	07/14/2016	COURT-ORDERED DEBT COLLECTIONS	\$168.88
986695	07/14/2016	CROWE HORWATH LLP	\$17,500.00
986696	07/14/2016	CRYSTAL SPRINGS WATER AKA DTJ	\$12.00
986697	07/14/2016	CSBA CA SCHOOL BOARDS ASSOC	\$2,490.00
986698	07/14/2016	Cynthia C Fernandez	\$598.99
986699	07/14/2016	DANNIS WOLIVER KELLEY	\$2,088.00
986700	07/14/2016	Dominic A Yarbrough	\$97.35
986701	07/14/2016	E3 DIAGNOSTICS	\$776.41
986702	07/14/2016	EBSCO SUBSCRIPTION SERVICES	\$287.20
986703	07/14/2016	Elijah A Gregory	\$165.79
986704	07/14/2016	Elisa A Gonzales	\$18.63
986705	07/14/2016	ESTEVALI ROLDAN	\$250.00
986706	07/14/2016	ETS/STAR TECHNICAL	\$1,486.36
986707	07/14/2016	HILLYARD INC	\$1,882.70
986708	07/14/2016	INDEPENDENT SERVICE CO	\$691.05
986709	07/14/2016	Lisa A Storer	\$126.82
986710	07/14/2016	LLOYDS TIRE SERVICE INC	\$240.00
986711	07/14/2016	PACIFIC TRUCK PARTS INC	\$800.00
986712	07/14/2016	PROVISION GLASS & WINDOW INC	\$433.77
986713	07/14/2016	ROGUE FITNESS	\$8,160.75
986714	07/14/2016	SAN LORENZO LUMBER & HOME CTR	\$2,527.08
986715	07/14/2016	SANTA CRUZ PLUMBING INC	\$611.68
986716	07/14/2016	SANTA CRUZ RECORDS MANAGEMENT	\$119.00
986717	07/14/2016	SIGNAL PERFECTION LTD	\$5,918.36
986718	07/14/2016	SMILE BUSINESS PRODUCTS INC	\$270.44

Check Register Report**Closed-SCCS-071416 LIABILITY****SCCS**

	986719	07/14/2016	STAPLES ADVANTAGE	\$7,114.96
	986720	07/14/2016	STATE BOARD OF EQUALIZATION	\$3,139.62
	986721	07/14/2016	TEACHER CREATED MATERIALS	\$1,891.94
	986723	07/14/2016	WILLIE STOKES	\$1,519.87
	COUNT :	41	TOTAL :	\$252,158.68
Fund Type	Amount		GRAND TOTAL :	\$252,158.68
01	\$249,534.49		TOTAL COUNT :	41
11	\$1,959.19			
14	\$165.00			
73	\$500.00			
TOTAL:	\$252,158.68			

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	986724	07/14/2016	CARTRIDGE WORLD OF WALNUT CRK	\$161.28
	986725	07/14/2016	ESGI LLC	\$2,864.00
	986726	07/14/2016	POSITIVE COACHING ALLIANCE	\$1,800.00
	986727	07/14/2016	SISC	\$1,057,091.00
	986728	07/14/2016	SOQUEL HIGH SCHOOL	\$854.00
	986729	07/14/2016	WEST INTERACTIVE SERVICES CORP	\$8,120.00
	COUNT :	6	TOTAL :	\$1,070,890.28
Fund Type	Amount		GRAND TOTAL :	\$1,070,890.28
01	\$1,023,052.28		TOTAL COUNT :	28
11	\$15,781.80			6
13	\$32,056.20			
TOTAL:	\$1,070,890.28			

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Closed-SCCS-071416 LIABILITY S

SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	986730	07/14/2016	DELTA CHARTER HIGH SCHOOL	\$35,853.86
		COUNT :	1	TOTAL :
Fund Type		Amount		GRAND TOTAL :
01		\$35,853.86		\$35,853.86
	TOTAL:	\$35,853.86		TOTAL COUNT :
				1

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Closed-SCCS-072116 LIABILITY

SCCS

NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
987283	07/21/2016	AMAZON	\$22.40
987284	07/21/2016	BALANCE4KIDS	\$10,921.79
987285	07/21/2016	BAY PLUMBING SUPPLY	\$174.56
987286	07/21/2016	BOBBYS PIT STOP INC	\$18.83
987287	07/21/2016	BUSINESS CARD	\$2,114.91
987288	07/21/2016	CALIFORNIA DEPT OF JUSTICE	\$689.00
987289	07/21/2016	CEN-CON INC	\$6,978.74
987290	07/21/2016	CENTRAL COAST SYSTEMS	\$2,807.55
987291	07/21/2016	CENTRAL HOME SUPPLY	\$157.40
987292	07/21/2016	CINTAS CORPORATIONS	\$4,077.17
987293	07/21/2016	CITY OF SANTA CRUZ	\$2,543.57
987294	07/21/2016	CITY OF SANTA CRUZ	\$791.25
987295	07/21/2016	CLUB Z IN-HOME TUTORING	\$8,847.30
987296	07/21/2016	D & G SANITATION	\$436.06
987297	07/21/2016	DEVELOPMENTAL LEARNING SOLUTIONS	\$8,057.50
987298	07/21/2016	DIESELWORKS	\$6,283.12
987299	07/21/2016	EASTER SEALS CENTRAL CALIF	\$98,039.66
987300	07/21/2016	ELEVATIONS RTC	\$12,630.00
987301	07/21/2016	EWING IRRIGATION PRODUCTS	\$268.40
987302	07/21/2016	FLYERS ENERGY LLC	\$412.47
987303	07/21/2016	GEO H WILSON INC	\$4,610.55
987304	07/21/2016	HERITAGE SCHOOLS INC	\$606.00
987305	07/21/2016	HINES PEST CONTROL	\$145.00
987306	07/21/2016	HOSE SHOP	\$75.89
987307	07/21/2016	INDEPENDENT ELECTRIC SUPPLY IN	\$786.70
987308	07/21/2016	KBA DOCUSYS INC	\$470.88
987309	07/21/2016	LINCOLN AQUATICS	\$1,249.49
987310	07/21/2016	M3 ENVIRONMENTAL CONSULTING LLC	\$1,785.00
987311	07/21/2016	MAGNOLIA SUN LLC	\$5,235.88
987312	07/21/2016	NORTH BAY FORD	\$1,036.47
987313	07/21/2016	PALACE ART & OFFICE SUPPLY	\$1,774.27
987314	07/21/2016	PRODUCERS DAIRY FOODS INC	\$68.74
987315	07/21/2016	REBEKAH CHILDRENS SERVICES	\$1,512.00
987316	07/21/2016	RIVERSIDE LIGHTING	\$792.47
987317	07/21/2016	ROYAL WHOLESALE ELECTRIC	\$17,874.78
987319	07/21/2016	SANTA CRUZ TRANSPORTATION LLC	\$880.50
987320	07/21/2016	SHIFFLER EQUIPMENT SALES INC	\$2,707.64

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Closed-SCCS-072116 LIABILITY

SCCS

	987321	07/21/2016	STATE BOARD OF EQUALIZATION	\$4.12
	987322	07/21/2016	TERRE SCHROEDER	\$1,265.50
	987323	07/21/2016	THE ABRITE ORGANIZATION	\$50,169.45
	987324	07/21/2016	THE BRIDGE SCHOOL	\$2,965.50
	987325	07/21/2016	VERDE DESIGN INC	\$17,970.00
	COUNT :	42	TOTAL :	\$280,258.51
Fund Type	Amount		GRAND TOTAL :	\$280,258.51
01	\$249,193.09		TOTAL COUNT :	42
13	\$139.04			
14	\$8,813.89			
21	\$4,142.49			
25	\$17,970.00			
TOTAL:	\$280,258.51			

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	987326	07/21/2016	ANDERSON CHRISTIE INC	\$7,883.33
	987327	07/21/2016	BRINKS AWARDS & SIGNS	\$92.44
	987328	07/21/2016	BUSINESS CARD	\$21.62
	987329	07/21/2016	COAST PAPER & SUPPLY	\$553.97
	987330	07/21/2016	COSTCO	\$93.97
	987331	07/21/2016	CSBA CA SCHOOL BOARDS ASSOC	\$19,164.00
	987332	07/21/2016	DELTA CHARTER HIGH SCHOOL	\$8,358.35
	987333	07/21/2016	EWING IRRIGATION PRODUCTS	\$240.22
	987334	07/21/2016	KELLY MOORE PAINT CO	\$42.04
	987335	07/21/2016	MEDIA FLEX INC	\$9,250.00
	987336	07/21/2016	NAPA SANTA CRUZ	\$208.10
	987337	07/21/2016	PALACE ART & OFFICE SUPPLY	\$195.68
	987338	07/21/2016	PRODUCERS DAIRY FOODS INC	\$299.09
	987339	07/21/2016	REDWOOD HEALTH SERVICES	\$832.90
	987340	07/21/2016	ROTARY CLUB OF SANTA CRUZ	\$1,190.00
	987341	07/21/2016	SANTA CRUZ METRO	\$2,954.00
	987342	07/21/2016	SANTA CRUZ PLUMBING INC	\$1,630.00
	987343	07/21/2016	SANTA CRUZ RECORDS MANAGEMENT	\$120.70
	987344	07/21/2016	SCHOOLDUDE.COM	\$3,134.25
	987345	07/21/2016	SOQUEL HIGH SCHOOL	\$374.32
	987346	07/21/2016	TOUCHLINE SOFTWARE INC	\$305.00
	987347	07/21/2016	TYPING AGENT	\$3,532.80
	987348	07/21/2016	US BANCORP EQUIP FINANCE INC	\$209.31
	987349	07/21/2016	US POSTMASTER	\$1,000.00
		COUNT :	24	TOTAL : \$61,686.09
Fund Type		Amount		GRAND TOTAL : \$61,686.09
01		\$61,387.00		TOTAL COUNT : 24
13		\$299.09		
TOTAL:		\$61,686.09		

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Closed-SCCS-072816 LIABILITY

SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT	
	987746	07/28/2016	ACE PORTABLE SERVICES	\$262.88	
	987747	07/28/2016	AT&T	\$7,470.48	
	987748	07/28/2016	CATTOS GRAPHICS INC	\$1,087.50	
	987749	07/28/2016	CINTAS CORPORATIONS	\$200.99	
	987750	07/28/2016	DELTA CHARTER HIGH SCHOOL	\$9,593.00	
	987751	07/28/2016	EASTER SEALS CENTRAL CALIF	\$43,438.58	
	987752	07/28/2016	FIRST ALARM SECURITY & PATROL	\$1,585.88	
	987753	07/28/2016	INFINITE CAMPUS	\$99.00	
	987754	07/28/2016	JERENE LACEY	\$128.25	
	987755	07/28/2016	KATHERINE D. SCHUYLER	\$498.75	
	987756	07/28/2016	Melinda J Nahin	\$219.00	
	987757	07/28/2016	ORIENTAL TRADING COMPANY	\$66.67	
	987758	07/28/2016	PACIFIC GAS & ELECTRIC CO	\$24,595.17	
	987759	07/28/2016	PALACE ART & OFFICE SUPPLY	\$228.62	
	987760	07/28/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$26,667.35	
	987761	07/28/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$564.82	
	987762	07/28/2016	SANTA CRUZ SENTINEL	\$1,124.62	
	987763	07/28/2016	SCHOLASTIC MAGAZINES INC.	\$267.01	
	987764	07/28/2016	SPEECHRIGHTER INC	\$725.00	
	987765	07/28/2016	SPURR	\$16,363.23	
	987766	07/28/2016	Staci L Weisman	\$190.03	
	987767	07/28/2016	THE BAY SCHOOL	\$37,425.65	
	987768	07/28/2016	TRUMPET BEHAVIORAL HEALTH LLC	\$15,959.56	
	987769	07/28/2016	WOODWIND AND BRASSWIND	\$1,155.68	
		COUNT :	24	TOTAL :	\$189,917.72
Fund Type		Amount		GRAND TOTAL :	\$189,917.72
01		\$188,626.12		TOTAL COUNT :	24
11		\$1,291.60			
TOTAL:		\$189,917.72			

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	987770	07/28/2016	A-Z BUS SALES INC	\$1,503.47
	987771	07/28/2016	AMAZON	\$57.49
	987772	07/28/2016	APPI	\$421.99
	987773	07/28/2016	Bonny J McCall	\$32.00
	987774	07/28/2016	CLARK SECURITY PRODUCTS INC	\$576.95
	987775	07/28/2016	CSUF AUXILIARY SERVICES CORP	\$250.00
	987776	07/28/2016	DANIEL GONZALEZ	\$30.00
	987777	07/28/2016	DELTA CHARTER HIGH SCHOOL	\$50,582.93
	987778	07/28/2016	DIRECT LINE TELE RESPONSE	\$139.64
	987779	07/28/2016	FLYERS ENERGY LLC	\$56.55
	987780	07/28/2016	HARTFORD GROUP BENEFITS, THE	\$3,586.31
	987781	07/28/2016	HARTFORD, THE	\$4,670.19
	987782	07/28/2016	JERENE LACEY	\$2,497.50
	987783	07/28/2016	LLOYDS TIRE SERVICE INC	\$1,087.22
	987784	07/28/2016	M3 ENVIRONMENTAL CONSULTING LLC	\$935.00
	987785	07/28/2016	NAPA SANTA CRUZ	\$142.11
	987786	07/28/2016	REDWOOD HEALTH SERVICES	\$832.90
	987787	07/28/2016	SANTA CRUZ AREA CHAMBER OF COMMERCE	\$2,800.00
	987788	07/28/2016	SANTA CRUZ PLUMBING INC	\$155.00
	987789	07/28/2016	SANTA CRUZ RECORDS MANAGEMENT	\$51.00
	987790	07/28/2016	SANTA CRUZ TELEPHONE	\$90.00
	987791	07/28/2016	Vince C Gomez	\$111.40
		COUNT :	22	TOTAL : \$70,609.65
Fund Type		Amount		GRAND TOTAL : \$70,609.65
01		\$69,968.03		TOTAL COUNT : 22
11		\$172.75		
13		\$468.87		
TOTAL:		\$70,609.65		

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SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	987792	07/28/2016	E.D.D./ STATE OF CALIFORNIA	\$6,389.36
	COUNT :		1	TOTAL :
Fund Type	Amount		GRAND TOTAL :	\$6,389.36
01	\$6,389.36		TOTAL COUNT :	1
TOTAL:	\$6,389.36			

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Closed-SCCS-080416 LIABILITY

SCCS

NON - DIRECT DEPOSIT

	CHECK #	DATE PAID	PAID TO	AMOUNT
	988137	08/04/2016	CASTLE REPAIRS & REFRIGERATION	\$215.00
	988138	08/04/2016	COLONY LANDSCAPE MAINTENANCE INC	\$145,556.04
	988139	08/04/2016	DANNIS WOLIVER KELLEY	\$12,266.00
	988140	08/04/2016	DOCTORS ON DUTY MEDICAL GROUP	\$180.00
	988141	08/04/2016	FAGEN FRIEDMAN & FULFROST LLP	\$360.00
	988142	08/04/2016	GOLD STAR FOODS	\$0.80
	988143	08/04/2016	GOLDEN BAY FENCE PLUS IRON WORKS INC	\$93,770.13
	988144	08/04/2016	GREENWASTE RECOVERY INC	\$5,053.91
	988145	08/04/2016	MUSSON THEATRICAL	\$420.00
	988146	08/04/2016	Rachael S Kleffer	\$43.20
	988147	08/04/2016	SAN LORENZO LUMBER & HOME CTR	\$0.85
	988148	08/04/2016	SANTA CRUZ FIRE EQUIPMENT	\$17.15
	988149	08/04/2016	SANTA CRUZ MUNICIPAL UTILITIES	\$5,860.19
	988150	08/04/2016	SOLAR CITY BILLING	\$11,514.81
	988151	08/04/2016	SOQUEL HIGH ASB	\$3,457.68
	988152	08/04/2016	VAL'S PLUMBING & HEATING INC	\$2,075.73
	988153	08/04/2016	WILLIAMSON, RUSSELL	\$232.50
	COUNT :	17	TOTAL :	\$281,023.99
Fund Type	Amount		GRAND TOTAL :	\$281,023.99
01	\$41,482.02		TOTAL COUNT :	17
13	\$215.80			
14	\$145,556.04			
21	\$93,770.13			
TOTAL:	\$281,023.99			

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SCCS

NON - DIRECT DEPOSIT

CHECK #	DATE PAID	PAID TO	AMOUNT
988100	08/04/2016	ACE PORTABLE SERVICES	\$262.88
988101	08/04/2016	Alejandra L Ruiz	\$31.70
988102	08/04/2016	ALPHAGRAPHICS PRINTSHOPS	\$3,292.95
988103	08/04/2016	AMAZON	\$56.99
988104	08/04/2016	APPLE COMPUTER INC	\$1,868.74
988105	08/04/2016	CERTIFIED BACKFLOW ASSEMBLY TESTING LLC	\$2,762.00
988106	08/04/2016	Elisa A Gonzales	\$15.61
988107	08/04/2016	EWING IRRIGATION PRODUCTS	\$422.18
988108	08/04/2016	FEDEX	\$52.71
988109	08/04/2016	FLYERS ENERGY LLC	\$32.70
988110	08/04/2016	GEO H WILSON INC	\$264.00
988111	08/04/2016	HEIGL TECHNOLOGIES	\$175.70
988112	08/04/2016	HILLYARD INC	\$16.13
988113	08/04/2016	HOBART SALES & SERVICE	\$566.04
988114	08/04/2016	HOME DEPOT INC	\$509.61
988115	08/04/2016	IMAGE ONE CORPORATION	\$154.25
988116	08/04/2016	INDEPENDENT ELECTRIC SUPPLY IN	\$8.19
988117	08/04/2016	JERENE LACEY	\$4,691.25
988118	08/04/2016	KELLY MOORE PAINT CO	\$130.60
988119	08/04/2016	KUBOTA LEASING	\$647.28
988120	08/04/2016	LHB INDUSTRIES	\$1,361.80
988121	08/04/2016	LINCOLN AQUATICS	\$900.79
988122	08/04/2016	LLOYDS TIRE SERVICE INC	\$500.30
988123	08/04/2016	MONTEREY BAY CHRYSLER DODGE JEEP DBA TWO GO LLC	\$1,170.53
988124	08/04/2016	MORGAN HILL SUPPLY INC	\$4,908.44
988125	08/04/2016	MUSSON THEATRICAL	\$763.41
988126	08/04/2016	PALACE ART & OFFICE SUPPLY	\$1,711.99
988127	08/04/2016	PRODUCERS DAIRY FOODS INC	\$92.27
988128	08/04/2016	SANTA CRUZ AUTO PARTS INC	\$320.71
988129	08/04/2016	SANTA CRUZ PLUMBING INC	\$538.50
988130	08/04/2016	SHOUT POINT INC	\$8,280.00
988131	08/04/2016	SOQUEL CREEK WATER DISTRICT	\$3,768.49
988132	08/04/2016	SOS SURVIVAL PRODUCTS	\$373.58
988133	08/04/2016	SUPER STEAM	\$371.00
988134	08/04/2016	SUPERIOR ALARM CO	\$712.50
988135	08/04/2016	TRI COUNTY TOWING & TRANSPORT LLC	\$125.00

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	988136	08/04/2016	VERITIV OPERATING CO	\$25,692.41
	COUNT :	37	TOTAL :	\$67,553.23
Fund Type	Amount		GRAND TOTAL :	\$67,553.23
01	\$61,856.45		TOTAL COUNT :	37
13	\$3,693.81			
25	\$2,002.97			
TOTAL:	\$67,553.23			

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Board Policy Updates

MEETING DATE: August 17, 2016

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the board policy and board bylaws for first and/or final reading.

BACKGROUND:

Board Policy 2121, Superintendent's Contract, and Board Bylaw 9321, Closed Session Purposes and Agendas, come through the CSBA GAMUT process. These recommendations reflect recent changes in education code and case law, and both documents have been reviewed by the Superintendent. The attached Policy Guidesheet provides a basic overview of the policy changes. Proposed new policies precede our current policies for your review.

Board Bylaw 9322, Agenda/Meeting Materials, has been revised by Trustee request as a result of discussion at the Annual Board Governance Session on June 1, 2016. The revisions to the bylaw have been highlighted in yellow for your review convenience.

POLICY GUIDE SHEET

June 2016

Page 1 of 1

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

BP 2121 - Superintendent's Contract

(BP revised)

Policy updated to clarify the conditions under which the Governing Board may meet in closed session under the "labor exception" (Government Code 54957.6) of the Ralph M. Brown Act to discuss superintendent contact, salary, or compensation paid in the form of fringe benefits.

BB 9321 - Closed Session Purposes and Agendas

(BB revised)

Bylaw updated to clarify that the Board may not meet in closed session under the "personnel exception" (Government Code 54957) of the Ralph M. Brown Act to discuss or act upon any proposed change in compensation other than a reduction of compensation that results from the imposition of discipline. "Negotiations/Collective Bargaining" section revised to reflect that the Board may meet with the district's designated representatives in closed session under the "labor exception" (Government Code 54957.6) of the Ralph M. Brown Act to discuss salaries, salary schedules, or compensation paid in the form of fringe benefits to its represented and unrepresented employees, including the Superintendent.

SUPERINTENDENT'S CONTRACT

The Governing Board believes that the Superintendent's employment contract should outline the framework through which the Board and Superintendent are to work together to achieve district goals and objectives. When approving the Superintendent's employment contract, the Board shall consider the need for stability in district administration and shall ensure the best use of district resources.

(cf. 0200 - Goals for the School District)

(cf. 2120 - Superintendent Recruitment and Selection)

(cf. 4312.1 - Contracts)

(cf. 9000 - Role of the Board)

The contract shall be reviewed by the district's legal counsel and may include the following:

1. Term of the contract, which shall be for no more than four years pursuant to Education Code 35031
2. Length of the work year and hours of work
3. Salary, health and welfare benefits, and other compensation for the position

(cf. 4154/4254/4354 - Health and Welfare Benefits)

4. Reimbursement of work-related expenses, including mileage reimbursement, consistent with Board policies, regulations, and guidelines applicable to other professional administrative staff

(cf. 3350 - Travel Expenses)

The contract may also address payment for professional dues and activities, the district's provision of cell phones or other technological devices, and the Superintendent's use of his/her personal vehicle.

(cf. 4040 - Employee Use of Technology)

5. Vacation, illness and injury leave, and personal leaves

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

(cf. 4161.5/4261.5/4361.5 - Military Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

6. General duties and responsibilities of the position

(cf. 2110 - Superintendent Responsibilities and Duties)

SUPERINTENDENT'S CONTRACT (continued)

7. Criteria, process, and procedure for annual evaluation of the Superintendent

(cf. 2140 - Evaluation of the Superintendent)

8. A statement that any subsequent increase in the Superintendent's salary shall be at the sole discretion of the Board
9. A statement that there shall be no automatic renewal or extension of the contract, although the Board can enter into a new contract with the Superintendent prior to the expiration of the existing contract
10. Timeline for providing written notice to the Superintendent if the Board does not wish to enter into a new contract, which shall be at least 45 days in advance of the expiration of the term of the contract pursuant to Education Code 35031, and the responsibility of the Superintendent to remind the Board in a timely manner of the requirement to give notice

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

11. Conditions and process for termination of the contract, including the maximum cash settlement that the Superintendent may receive if the contract is terminated prior to its expiration date
12. Matters related to liability and indemnification against demands, claims, suits, actions, and legal proceedings brought against the Superintendent in his/her official capacity in the performance of duties related to his/her employment

The Board may deliberate about terms of the contract in closed session at a regular meeting. Discussions regarding the salary, salary schedule, or other compensation may occur in closed session only as permitted under Government Code 54957.6 between the Board and its designated representative(s) (the "labor exception"), for the purpose of reviewing the Board's position or instructing the designated representative(s) prior to or during bona fide negotiations with the current or prospective Superintendent. (Government Code 54956, 54957, 54957.6)

The Board may consult with district legal counsel prior to holding a closed session with the designated representative(s) to discuss compensation to be paid to the current or prospective Superintendent.

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

SUPERINTENDENT'S CONTRACT (continued)

Terms of the contract shall remain confidential until the ratification process commences.

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board shall take final action on the Superintendent's contract in an open meeting, which shall be reflected in the Board's minutes. Copies of the contract shall be available to the public upon request. (Government Code 53262, 54957.6)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Termination of Contract

Prior to the expiration of the contract, the Board may terminate the Superintendent's employment contract in accordance with law and applicable contract provisions.

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

In such an event, any cash settlement that the Superintendent may receive upon termination of the contract shall not exceed his/her monthly salary multiplied by the number of months left on the contract or, if the unexpired term of the contract is more than 18 months and the contract was executed prior to January 1, 2016, no greater than the Superintendent's monthly salary multiplied by 18. For any contract executed on or after January 1, 2016, any cash settlement shall not exceed the Superintendent's monthly salary multiplied by 12. (Government Code 53260)

The cash settlement shall not include any noncash items other than health benefits, which may be continued for the same duration of time as covered in the settlement or until the Superintendent finds other employment, whichever occurs first. (Government Code 53260, 53261)

However, when the termination of the Superintendent's contract is based upon the Board's belief and subsequent confirmation through an independent audit that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, no cash or noncash settlement of any amount shall be provided. (Government Code 53260)

In addition, if the Superintendent is convicted of a crime involving an abuse of his/her office or position, he/she shall reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination, and for any funds expended by the district in his/her defense against a crime involving his/her office or position. (Government Code 53243-53243.4, 53260)

BP 2121(d)

SUPERINTENDENT'S CONTRACT (continued)

Legal Reference:

EDUCATION CODE

35031 *Term of employment*

41325-41329.3 *Conditions of emergency apportionment*

GOVERNMENT CODE

3511.1-3511.2 *Local agency executives*

53243-53243.4 *Abuse of office*

53260-53264 *Employment contracts*

54954 *Time and place of regular meetings*

54956 *Special meetings*

54957 *Closed session personnel matters*

54957.1 *Closed session, public report of action taken*

54957.6 *Closed sessions regarding employee matters*

UNITED STATES CODE, TITLE 26

105 *Self-insured medical reimbursement plan; definition of highly compensated individual*

UNITED STATES CODE, TITLE 42

300gg-16 *Group health plan; nondiscrimination in favor of highly compensated individuals*

CODE OF FEDERAL REGULATIONS

1.105-11 *Self-insured medical reimbursement plan*

COURT DECISIONS

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

ATTORNEY GENERAL OPINIONS

57 Ops. Cal. Atty. Gen. 209 (1974)

Management Resources:

CSBA PUBLICATIONS

Superintendent Contract Template, 2015

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

WEB SITES

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

Office of the Attorney General, Department of Justice: <http://caag.state.ca.us/>

Policy
adopted:

CSBA MANUAL MAINTENANCE SERVICE
June 2016

Santa Cruz City Schools

Board Policy

Superintendent's Contract

BP 2121

Administration

The Governing Board believes that the Superintendent's employment contract should outline the framework through which the Board and Superintendent are to work together to achieve district goals and objectives. When approving the Superintendent's employment contract, the Board shall consider the need for stability in district administration and shall ensure the best use of district resources.

(cf. 0200 - Goals for the School District)

(cf. 2120 - Superintendent Recruitment and Selection)

(cf. 4312.1 - Contracts)

(cf. 9000 - Role of the Board)

The contract shall be reviewed by the district's legal counsel and may include the following:

1. Term of the contract, which shall be for no more than four years pursuant to Education Code 35031

2. Length of the work year and hours of work

3. Salary, health and welfare benefits, and other compensation for the position

(cf. 4154/4254/4354 - Health and Welfare Benefits)

4. Reimbursement of work-related expenses, including mileage reimbursement, consistent with Board policies, regulations, and guidelines applicable to other professional administrative staff

(cf. 3350 - Travel Expenses)

The contract may also address payment for professional dues and activities, the district's provision of cell phones or other technological devices, and the Superintendent's use of his/her personal vehicle.

(cf. 4040 - Employee Use of Technology)

5. Vacation, illness and injury leave, and personal leaves

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)
(cf. 4161.2/4261.2/4361.2 - Personal Leaves)
(cf. 4161.5/4261.5/4361.5 - Military Leave)
(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

6. General duties and responsibilities of the position

(cf. 2110 - Superintendent Responsibilities and Duties)

7. Criteria, process, and procedure for annual evaluation of the Superintendent

(cf. 2140 - Evaluation of the Superintendent)

8. A statement that any subsequent increase in the Superintendent's salary shall be at the sole discretion of the Board

9. A statement that there shall be no automatic renewal or extension of the contract, although the Board can enter into a new contract with the Superintendent prior to the expiration of the existing contract

10. Timeline for providing written notice to the Superintendent if the Board does not wish to enter into a new contract, which shall be at least 45 days in advance of the expiration of the term of the contract pursuant to Education Code 35031, and the responsibility of the Superintendent to remind the Board in a timely manner of the requirement to give notice

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

11. Conditions and process for termination of the contract, including the maximum cash settlement that the Superintendent may receive if the contract is terminated prior to its expiration date

12. Matters related to liability and indemnification against demands, claims, suits, actions, and legal proceedings brought against the Superintendent in his/her official capacity in the performance of duties related to his/her employment

The Board shall deliberate in closed session about the terms of the contract, except that salary or other compensation shall be discussed in public at a regular meeting. (Government Code 54956, 54957)

(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)

Terms of the contract shall remain confidential until the ratification process commences.

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board shall ratify the Superintendent's contract in an open meeting, which shall be reflected in the Board's minutes. Copies of the contract shall be available to the public upon request. (Government Code 53262)

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

Termination of Contract

Prior to the expiration of the contract, the Board may terminate the Superintendent's employment contract in accordance with law and applicable contract provisions.

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

In such an event, any cash settlement that the Superintendent may receive upon termination of the contract shall not exceed his/her monthly salary multiplied by the number of months left on the contract or, if the unexpired term of the contract is more than 18 months and the contract was executed prior to January 1, 2016, no greater than the Superintendent's monthly salary multiplied by 18. For any contract executed on or after January 1, 2016, any cash settlement shall not exceed the Superintendent's monthly salary multiplied by 12. (Government Code 53260)

The cash settlement shall not include any noncash items other than health benefits, which may be continued for the same duration of time as covered in the settlement or until the Superintendent finds other employment, whichever occurs first. (Government Code 53260, 53261)

However, when the termination of the Superintendent's contract is based upon the Board's belief and subsequent confirmation through an independent audit that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, no cash or noncash settlement of any amount shall be provided. (Government Code 53260)

In addition, if the Superintendent is convicted of a crime involving an abuse of his/her office or position, he/she shall reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination, and for any funds expended by the district in his/her defense against a crime involving his/her office or position. (Government Code 53243-53243.4, 53260)

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Management Resources:

CSBA PUBLICATIONS

Superintendent Contract Template, 2015

WEB SITES

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

Policy SANTA CRUZ CITY SCHOOLS

adopted: February 23, 2011 Soquel, California

revised: February 10, 2016

CLOSED SESSION PURPOSES AND AGENDAS

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold closed sessions only for purposes authorized by law. A closed session may be held during a regular, special, or emergency meeting in accordance with law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

The Board shall disclose in open session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall disclose any action taken in the closed session, in the manner prescribed by Government Code 54957.1. (Government Code 54957.7)

(cf. 9321.1 - Closed Session Actions and Reports)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

(cf. 1340 - Access to District Records)

A Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

Personnel Matters

The Board may hold a closed session under the "personnel exception" to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 4115 - Evaluation/Supervision)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4215 - Evaluation/Supervision)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 4315 - Evaluation/Supervision)

CLOSED SESSION PURPOSES AND AGENDAS (continued)

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

The Board may hold a closed session to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)

CLOSED SESSION PURPOSES AND AGENDAS (continued)

The Board may meet in closed session to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. (Government Code 54957.6)

(cf. 2121 – Superintendent's Contract)

Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)

For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Matters Related to Students

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

CLOSED SESSION PURPOSES AND AGENDAS (continued)

The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49070)

(cf. 5117 - Interdistrict Attendance)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5125.3 - Challenging Student Records)

(cf. 5144 - Discipline)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

(cf. 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. (Government Code 54957)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

CLOSED SESSION PURPOSES AND AGENDAS (continued)

Conference with Real Property Negotiator

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the district is a "party" has been initiated formally. (Government Code 54956.9(a))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b))

CLOSED SESSION PURPOSES AND AGENDAS (continued)

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
- b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.
- c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

(cf. 3320 - Claims and Actions Against the District)

- d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
 - e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

CLOSED SESSION PURPOSES AND AGENDAS (continued)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

(cf. 3530 - Risk Management/Insurance)

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the

CLOSED SESSION PURPOSES AND AGENDAS (continued)

district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

(cf. 6162.5 - Student Assessment)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference: (see next page)

CLOSED SESSION PURPOSES AND AGENDAS (continued)

Legal Reference:

EDUCATION CODE

35145 *Public meetings*

35146 *Closed session (re student suspension)*

44929.21 *Districts with ADA of 250 or more*

48912 *Governing board suspension*

48918 *Rules governing expulsion procedures; hearings and notice*

49070 *Challenging content of students records*

60617 *Meetings of governing board*

GOVERNMENT CODE

3540-3549.3 *Educational Employment Relations Act*

6252-6270 *California Public Records Act*

54950-54963 *The Ralph M. Brown Act*

COURT DECISIONS

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860

Bell v. Vista Unified School District, (2001) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87

Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876

Roberts v. City of Palmdale, (1993) 5 Cal.App. 4th 363

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

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94 *Ops. Cal. Atty. Gen.* 82 (2011)

86 *Ops. Cal. Atty. Gen.* 210 (2003)

78 *Ops. Cal. Atty. Gen.* 218 (1995)

59 *Ops. Cal. Atty. Gen.* 532 (1976)

57 *Ops. Cal. Atty. Gen.* 209 (1974)

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LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

Bylaw
adopted:

CSBA MANUAL MAINTENANCE SERVICE
June 2016

Santa Cruz City Schools

Board Bylaw

Closed Session Purposes And Agendas

BB 9321

Board Bylaws

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(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

The Board shall disclose in open session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall disclose any action taken in the closed session, in the manner prescribed by Government Code 54957.1. (Government Code 54957.7)

(cf. 9321.1 - Closed Session Actions and Reports)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

(cf. 1340 - Access to District Records)

A Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

Personnel Matters

The Board may hold a closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that

results from the imposition of discipline. (Government Code 54957)

(cf. 2140 - Evaluation of the Superintendent)
(cf. 4115 - Evaluation/Supervision)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4215 - Evaluation/Supervision)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4315 - Evaluation/Supervision)

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

The Board may hold a closed session to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)

The Board may meet in closed session to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. (Government Code 54957.6)

For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation. (Government Code 54957.6)

Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Matters Related to Students

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other

action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49070)

(cf. 5117 - Interdistrict Attendance)
(cf. 5119 - Students Expelled from Other Districts)
(cf. 5125.3 - Challenging Student Records)
(cf. 5144 - Discipline)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

(cf. 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. (Government Code 54957)

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515 - Campus Security)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

Conference with Real Property Negotiator

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code

54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the district is a "party" has been initiated formally. (Government Code 54956.9(a))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b))

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
- b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already

known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.

c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

(cf. 3320 - Claims and Actions Against the District)

d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.

e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

(cf. 3530 - Risk Management/Insurance)

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

(cf. 6162.5 - Student Assessment)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of students records

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252-6270 California Public Records Act

54950-54963 The Ralph M. Brown Act

COURT DECISIONS

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860

Bell v. Vista Unified School District, (2001) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87

Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876

Roberts v. City of Palmdale, (1993) 5 Cal.App. 4th 363

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2009

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2002

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

Bylaw SANTA CRUZ CITY SCHOOLS

adopted: October 10, 2012 Soquel, California

revised: May 20, 2015

Santa Cruz City Schools

Board Bylaw

Agenda/Meeting Materials

BB 9322

Board Bylaws

Agenda Content

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall specify that an individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)

Agenda Preparation

The Board president, the Board Vice President, the Superintendent, and a third trustee shall work together to develop the agenda for each regular and special meeting. The third trustee shall be selected by the board president on a quarterly, rotating basis.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 9121 - President)

(cf. 9122 - Secretary)

A Board member or member of the public may request that a matter within the jurisdiction of the

Board be placed on the agenda of a regular meeting. Requests from members of the public shall be in writing and be submitted to the Superintendent or designee with supporting documents and information, if any, at least 12 days before the scheduled meeting date. During the Trustee reports section of regular board meetings, Trustees may request that specific items be added to future agendas.

The Board president and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Superintendent will communicate with the Board member or member of the public about when a requested item will be placed on an agenda or if it has been determined that an item is not within the subject matter jurisdiction of the Board.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require immediate action, or a consent item that is routine in nature and for which no discussion is anticipated.

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Consent Items

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.

Agenda Dissemination to Board Members

At least three days before each regular meeting, a copy of the agenda and agenda packet shall be

forwarded to each Board member.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items.

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. Materials may be made available electronically as an alternative to mailing hard copies. (Government Code 54954.1)

If a document is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at the time the document is distributed to a majority of the Board provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

(cf. 1113 - District and School Web Sites)
(cf. 1340 - Access to District Records)

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

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Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Public records

54960.2 Challenging board actions; cease and desist

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2010

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ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

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Policy SANTA CRUZ CITY SCHOOLS

adopted: May 12, 2010 Soquel, California

revised: February 26, 2014

revised: February 10, 2016

Santa Cruz City Schools

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(cf. 9323.2 - Actions by the Board)

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(cf. 1340 - Access to District Records)

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Policy SANTA CRUZ CITY SCHOOLS

adopted: May 12, 2010 Soquel, California

revised: February 26, 2014

revised: February 10, 2016

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Resolution # 3-16-17
Approval of Representatives to JPAs

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Asst. Supt., Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

It is recommended that the Board of Education approve Resolution # 3-16-17, Approval of Representatives to Joint Powers Authorities (JPAs).

BACKGROUND:

Santa Cruz City Schools is a member of two Joint Powers Authorities (JPAs), which administer the following areas:

1. Santa Cruz-San Benito County Schools Insurance Group (SC-SBCSIG) - Workers' Compensation
2. Southern Peninsula Region Insurance Group (SPRIG) - Property and Liability Insurance

The purpose of this Resolution is to formally designate those members of the administration who will represent Santa Cruz City Schools on the JPA Boards of Directors.

The purpose of this Resolution is to name Patrick Gaffney, as the District's primary representative to both JPAs, Molly Parks as the alternate for the Workers Comp JPA, and Suzanne Trinchero as the alternate for the Property & Liability JPA.

**A RESOLUTION OF THE GOVERNING BOARD OF
SANTA CRUZ CITY SCHOOLS**

**RESOLUTION # 3-16-17
APPROVAL OF DISTRICT REPRESENTATIVES TO JOINT POWERS AUTHORITIES**

WHEREAS, Santa Cruz City Schools belongs to two Joint Powers Authorities which administer, respectively, Workers' Compensation Benefits and Property and Liability Insurance; and

WHEREAS, it is necessary for the effective administration of Santa Cruz City Schools that two employees be designated as the District's representatives (one primary and one alternate) to the Board of Directors of those Joint Powers Authorities in which the District participates,

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Santa Cruz City Schools authorizes the designated employees, within the limits imposed by law, to represent the District at the following Joint Powers Authorities, effective August 18, 2016:

Santa Cruz-San Benito County Schools Insurance Group (Workers' Compensation):

Primary: Patrick K. Gaffney, Assistant Superintendent, Business Services

Alternate: Molly Parks, Assistant Superintendent, Human Resources

Southern Peninsula Region Insurance Group (Property and Liability Insurance):

Primary: Patrick K. Gaffney, Assistant Superintendent, Business Services

Alternate: Suzanne Trincherro, Interim Director, Finance

ADOPTED this seventeenth day of August, 2016, by the Board of Education of the Santa Cruz City Schools by the following roll call vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

President of the Governing Board of Santa Cruz City Schools

Attested to:

Secretary of the Governing Board of Santa Cruz City Schools

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Resolution # 4-16-17
Designating Santa Cruz City Schools Representatives to the Office of
Public School Construction

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

It is recommended that the Board of Education approve Resolution # 4-16-17, designating Patrick K. Gaffney, Assistant Superintendent, Business Services, and Trevor Miller, Director of Maintenance, Operations and Transportation, as the District's representatives to the Office of Public School Construction, effective 8/18/16.

BACKGROUND:

The District's representative to the office of Public School Construction (OPSC) is authorized to sign documents submitted to the OPSC, e.g., 5-Year Deferred Maintenance Plans, Unused Site reports, and funding applications. All communications from the OPSC to the District are addressed to the designated District representative.

**A RESOLUTION OF THE GOVERNING BOARD OF
SANTA CRUZ CITY SCHOOLS**

RESOLUTION # 4-16-17

**RESOLUTION DESIGNATING DISTRICT REPRESENTATIVE
TO THE OFFICE OF PUBLIC SCHOOL CONSTRUCTION**

NOW, THEREFORE, BE IT RESOLVED that, effective August 18, 2016, the designated representatives of the Santa Cruz City Schools Elementary and High School Districts to the California Office of Public School Construction shall be Patrick K. Gaffney, Assistant Superintendent, Business Services and Trevor Miller, Director, Maintenance, Operations and Transportation.

ADOPTED this seventeenth day of August, 2016, by the Board of Education of the Santa Cruz City Schools by the following roll call vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

President of the Governing Board of Santa Cruz City Schools

Attested to:

Secretary of the Governing Board of Santa Cruz City Schools

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Schoolwide Title I Status for Monarch Elementary

MEETING DATE: August 17, 2016

FROM: Frank Wells, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve Schoolwide Title 1 Status for Monarch Elementary School.

BACKGROUND:

The district is seeking Schoolwide Title 1 status for Monarch Elementary. Monarch meets the state requirements and has included the necessary processes to become a Schoolwide Title 1 Program. In the process of electing to become a Schoolwide Program (SWP), schools need to meet the requirements below:

1. The school district informs the school that it meets the criteria (at least 40 percent of the students come from families at the poverty level) to operate a SWP.
2. The school (i.e., staff and parents) makes the decision to become a Title I SWP school.
3. The school establishes a school planning team composed of representatives from all stakeholder groups: the principal, teachers, School Site Council (SSC), other staff who will carry out the SWP plan, parents and community members, and (in secondary schools) students. The SSC may serve as the school planning team.
4. The school planning team, in consultation with the district, selects a technical assistance provider. The technical assistance provider may be an expert from the district office, the county office of education, an external provider, or a representative from higher education.
5. The school planning team begins the process by conducting a comprehensive needs assessment.
6. The school planning team develops a comprehensive SWP plan based on the results of the comprehensive needs assessment. The plan is developed with the involvement and support of all stakeholder groups. The plan contains all the required components of a SWP and is approved by the SCC.
7. The local governing board reviews and approves the SWP plan. The date of local board approval is the eligible start date for implementing the SWP.

Prepared by Jennifer Wildman, Director of Curriculum and Assessment

The Single Plan for Student Achievement

School: Monarch Elementary School
CDS Code: 44698156108203
District: Santa Cruz City Schools
Principal: Lysa Tabachnick
Revision Date: May 2015

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California Education Code sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the ConApp and ESEA Program Improvement into the SPSA.

For additional information on school programs and how you may become involved locally, please contact the following person:

Contact Person: Lysa Tabachnick
Position: Principal
Phone Number: 831.429.3898 ex 228
Address: 840 North Branciforte Ave.
Santa Cruz, CA 95062
E-mail Address: ltabachnick@sccs.net

The District Governing Board approved this revision of the SPSA on .

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School Vision and Mission

Monarch Elementary School's Vision and Mission Statements

Vision

Monarch students are expressive communicators and creative problem solvers who are willing to take risks. They take on leadership roles and have a voice in the school. They are competent and confident learners, both individually and in groups. Monarch students use their minds well: they find evidence, see from multiple viewpoints, discover connections, make suppositions, and determine relevance (Habits of Mind). They display personal best effort and are kind and helpful. They demonstrate listening skills and the ability to follow directions. Students develop a strong social consciousness that manifests in real social action. Monarch parents are involved in shared governance through active membership in Site Council and the Monarch Community School Parent Board. They are fundraisers. They are actively involved in school wide jobs. They are committed to clear communication with each other, the staff, and the students. Monarch parents are partners in supporting the educational mission of the school.

Mission

Students learn a foundation of skills and knowledge that will serve them well in life and in their academic careers. The Monarch "Bill of Rights" is the guide post for eliciting safe, pro-social behavior. All students are known well by many adults, including parents who volunteer in the classroom. The small size of the school, as well as parental and campus-wide involvement, help to create good spirit and a sense of community. Students are usually grouped according to their learning needs, not their grade level or age. Students take responsibility for their learning and the learning of their fellow students by creating and evaluating learning goals, developing excellent Habits of Mind, creating culminating projects, exercising choices at multiple points in the curriculum, and initiating real-world actions, including community service. Curriculum and instructional strategies are planned collaboratively and adapted to the learning styles and developmental stages of the students.

Monarch Alternative Community School Visioning Document

Revised October 2011

Basic Assumptions:

At Monarch Community School we believe that for a school to operate effectively, its staff, parents, and students need to have a shared educational philosophy. We believe that learning is a lifelong process, that we are all learners, (students, teachers, and parents alike), and that there are developmental stages of social and academic maturity. People learn best from hands-on experiences both individually and in multi-age groups. Finally, and perhaps most importantly, we must feel safe and cared for in order to develop to our fullest potential.

Philosophy:

At Monarch, we believe that learning happens best when we are all working together, (students, teachers, and parents), to develop a rich learning environment spanning home, school, and the greater community. We are committed to providing a developmentally appropriate learning environment in which students are 'constructing' their own knowledge connected to their real lives and building upon their prior experiences. We believe that students learn best when they are involved and engaged in purposeful learning in which they have:

- o Ownership and responsibility
- o A balance of choice and direction, experience and practice
- o Knowledgeable guides (adults, parents, mentor students)

At Monarch, we nurture a culture of respect, where each individual works toward his or her personal best both academically and socially.

What follows are descriptions of the Guiding Principles and Practices that are rooted in our assumptions about learning and bring our philosophy to life. They are generally broken down into three component areas: 1) Social-Emotional Curriculum, 2) Academic (cognitive) Curriculum, and 3) Shared Governance/Community Relationships.

Component I Social-Emotional Curriculum:

Guiding Principles:

The social-emotional curriculum is the foundation of our program. It is based on our beliefs about what is important for the social and emotional functioning of the school community. Our first and foremost goal is to create a healthy environment of mutual respect and dignity for both children and adults. This foundation gives the academic curriculum a place to root itself and grow. To that end, we address several overall areas of social-emotional development:

1. Intrapersonal skills: The ability to understand personal emotions and to use that understanding to develop self-discipline and self-control and to learn from experiences.

- o We work toward helping young people develop into empowered, compassionate beings.
- o We support students in developing self-awareness so they can use their personal power to make choices that influence what happens to them as individuals and the community as a whole.
- o We create curriculum that develops self-esteem, sense of competence and desire to learn.

2. Interpersonal skills: the ability to work with others through listening, communicating, cooperating, negotiating, sharing and empathizing.

- o Spending time together in mixed-age groupings builds community and fosters a caring, closer-knit community.
- o We need to feel safe and included in order to develop to our fullest potential. Students and adults need to feel that they contribute in meaningful ways and are needed.
- o All students and adults are capable people working toward their personal best.
- o We are all working toward being the best communicators and problem solvers we can be.

3. Systemic skills: the ability to respond to the limits and consequences of every day life with responsibility, adaptability, flexibility and integrity.

- o We nurture tolerance, social justice, and personal responsibility.
- o We encourage students to take risks. We see making mistakes as an important part of social emotional development and learning.
- o We guide students toward developing self-motivation and self-direction in social and academic pursuits.
- o We lead students toward a sense of industry and competence, in both work and play.

4. Judgment skill: the ability to develop wisdom and evaluate situations according to appropriate values.

- o We all have personal power that we can use to make good choices and influence what happens to our community and us.
- o We all work toward understanding how our behavior affects others, our community and the greater community.
- o Students and adults need to have many opportunities to improve their communication and problem solving skills through daily practice.
- o As students grow, we expect them to take on more responsibility for themselves, others and the community.

5. Adults in the community accept responsibility for aiding and guiding students in their social emotional growth.

- o Adults role model the same open communication skills and problem solving techniques they wish students to use with each other in their behavior with other adults.
- o Adults are facilitators who direct children toward pro-social behaviors.
- o The staff shares a commitment to providing kind, firm behavior agreements and consequences.

Current Practices:

- o Staff works collaboratively on both academic and social emotional issues.
- o Reading Buddies are used to develop and promote multi-age peer interactions, as are frequent cooperative, small group projects.
- o Our School Bill of Rights is used as a guide for behavior. A school-wide behavior agreement based on this is discussed and signed by all families when the year starts. Both are referenced frequently throughout the year.
- o Class meetings, all school community meetings, student leadership team and staff meetings are all used as places to problem solve and discuss issues. They also serve to develop leadership skills and shared responsibility for our school community.
- o We all work to take responsibility and care for our community, school, materials and each other through classroom and school wide jobs.
- o Fun days, field trips, and learning celebrations are used to build community, share and celebrate.
- o Have a shared language for problem solving and, create clear and reasonable consequences when needed.
- o The social activism and community service components of our program is developed.
- o We want to support and develop the economic, ethnic, and language diversity of our community.
- o Positive Discipline skills training for staff and parents is developed.

Practices we are working toward:

- o Developing school-wide tolerance and anti-bullying strategies and education.
- o Providing more transparency in classroom configurations.

Component II

The Academic (Cognitive) Curriculum

With a strong and stable social-emotional curriculum as a foundation, the academic curriculum offers the students the framework to stretch themselves intellectually. Over the years at Monarch students progress from learning skills, to developing and mastering

these skills and then applying them. Through experiential learning they broaden and deepen their understanding of themselves and the world around them.

Guiding Principles:

1. Teaching and facilitating: Developmentally appropriate practice focuses on taking students from where they are and guiding them towards achieving their full potential. Developmentally appropriate practice is rooted in constructivist theory which is based on the idea that learning is most meaningful when based upon prior experience and connected to real life. Adults in a constructivist classroom scaffold student learning supporting students in stretching beyond their comfort zone and challenging them to reach beyond their current understandings. Engaging curriculum strategies that incorporate the Multiple Intelligences (linguistic, logical-mathematical, spatial, bodily kinesthetic, musical, interpersonal, intrapersonal, and ecological) are essential. Students are grouped in a variety of heterogeneous and homogenous groupings, with a low student to adult ratio. Adults and student mentors are integral to each student's success, as they assist the students in creating goals, taking responsibility for and reflecting upon their own learning.

2. Curricular planning:

We have created a thematic multi-year curricular plan, that is used school-wide. WE use "backward planning" (Understanding by Design) methods to design curriculum and establish essential questions that guide thematic learning. Basic skills and state standards are integrated into this plan as appropriate. Input to the curriculum comes from staff, students, and parents. The staff engages in training to support the process and refine their craft. Teachers have individual and planning time in which they prepare the environment for learning, design curriculum, plan lessons, and coordinate instruction.

3. Assessment and accountability:

Our assessment system is based on portfolios that contain student work samples, assessments and rubrics that each student maintains throughout their time at Monarch. We utilize authentic assessment such as reflection on the student's own learning, self-evaluation, teacher observation, basic skills assessment (to inform instruction), and provide ongoing progress information for parents as well as the greater community. Student portfolios, in combination with the assessment practices, give a balanced, authentic representation of the students' learning. Exit criteria presentations are the culminating rite of passage where students exhibit accountability for their learning over their years at Monarch.

Current Practices:

- o Our math, reading and writing workshops offer differentiated instruction, which is designed to take advantage of small, ability-based, multi-age, group instruction.
- o Thematic centers and activities offer student opportunities for student- or teacher-selected, adult- or self-directed activities.
- o We offer elective courses that are self-selected and led by teachers, parents and other community volunteers and reflect the instructor's interests.
- o We offer choice time (exploration, play, and creativity), projects and learning centers.
- o We provide inquiry-based, thematic, integrated curriculum school wide.
- o We integrate the Habits of Mind and Exit Criteria expectations throughout the students' years at Monarch.
- o We provide access to art, music, and P.E.
- o Students have opportunities for multi-age social and academic activities.
- o Teachers, students and parents collaborate to generate the students' learning goals.
- o Teachers connect lesson planning with assessments.
- o We maintain portfolios of select student work and assessments.
- o Parent conferences occur twice a year (more often if needed) to keep parents informed of students' achievements and needs. At least one of these conferences is student led.
- o Yearly progress reports and conference records are maintained.
- o We provide training opportunities for our in-class adult community in order to have everyone (staff and volunteers) connected and working together in the best academic interests of the students.
- o We have a clearly defined parent participation component that supports our academic goals.

Practices we are working toward:

- o Adding additional components to the student portfolios, including reflections and observations, and project-specific rubrics.
- o More functionally integrating the portfolios into the students' learning process by using developmental rubrics in each subject area.
- o Standardizing and formalizing the assessment components of our academic program, including development of school-wide formative assessments.
- o Improving our ability to generate and evaluate clear academic and social goals that are both teacher and student initiated and

measurable.

- o Continue building intervention support opportunities for struggling students.

Component III

Shared Governance/Community Relationships

In order for the social emotional and academic components to flourish many different systems and activities must function behind the scenes. We are a small, public school with limited funding. In order to provide the variety of education options and small group instruction we feel is critical to student learning we need a committed parent community who are highly involved in the education of our students and the running of our school. At Monarch it really does take the whole village to raise a child.

Guiding Principles:

- o We share a community-wide vision and philosophy. We understand that this philosophy develops, grows, and changes over time, but we work to maintain its focus.
- o We are a small, family oriented, cooperative community that relies on dependable parent participation. We offer equal access to our program regardless of in-district address, ability, personal connections, and language. All families are welcome.
- o We hope to instill a sense of social responsibility, ecological awareness and an understanding of the deep connection between the inner life of people and the surrounding environment.
- o We recognize the necessary relationship between school and community. We strive to maintain a positive image in the community through open communication. We work to build and maintain positive relationships with the community (district, S.C., etc.), other schools, other similar schools, other teachers, etc.
- o All levels (students, parents, and staff) participate in governance of the school.

Current Practices:

Many of these practices apply to more than one principle. The following bullet points are grouped according to the primary constituency they concern.

Monarch Community School

- o Courses - weekly, parent or volunteer led courses whose focus is team building and social ease among multi-age members.
- o Field trips – monthly school-wide and/or core group trips related to current curricular theme.
- o Parent Participation Agreement – all families provide consistent classroom assistance as well as participate in out-of-classroom projects.
- o Student Leadership Team - plans and presides at events at and for school, and with the outside community.
- o Fundraising
- o Parent meetings – Classroom, committee, emergency, community building, planning, and parent education/training.
- o Regular class meetings, all-school weekly meetings
- o Prompt response to parent concerns.
- o Open, consistent communication between school and home (newsletter, phone tree, email, buddies, classroom coordinators, weekly school bulletins, one-on-one conferencing).

District

Open enrollment

- o Adhere to district mandates and policies
- o Maintain positive relationship with the district
- o Open to visits (by invitation) from district and school board
- o Maintain positive relationship with teachers' and certified employees' unions o Santa Cruz Education Foundation State
- o Site Council – oversees categorical funds, annual Site Plan/Single Plan for Student Achievement, when funds are available
- o Consider state standards in curriculum planning
- o Maintain positive relationship with state
- o Adhere to Ed code and IEP rules, including instructional minutes, staffing ratios, etc. o Advocate for increased revenues Global
- o Guest speakers who share their experiences o Field trips
- o School wide projects

Practices we are working towards:

- o Increasing parent participation
- o Increasing fundraising including grant writing
- o Develop school wide and/or group specific project focused on community service and social justice
- o Clarify and develop role of student leadership team

References

Koetzs, R. (1997). The Parents' guide to alternatives in education. Boston, MA: Shambala. Nelson, J., Lott, L., & Glenn, S. (2000). Positive discipline in the classroom: Developing mutual respect, cooperation and responsibility in your classroom. Roseville, CA: Prima Publishers. Rogoff, B., Goodman Turkkanis, C., & Bartlett, L. (2001). Learning together: Children and adults in a school community. Oxford; New York: Oxford Univ. Press.

School Profile

Monarch is a small alternative elementary school. We provide a developmental approach, where each child is seen as an individual with various strengths and needs. Our curriculum uses science and social studies themes from the Common Core Standards to teach both basic skills and critical thinking to our students in mixed-age groups.

The foundation of our program is a robust social-emotional curriculum, based on the Positive Discipline philosophy. Our goal is to create a healthy environment of mutual respect and dignity for both children and adults, as well as to foster good communication and problem-solving skills. This foundation gives the academic curriculum a place to root and grow.

Monarch is located on the Branciforte Small Schools Campus (BSSC) and has four multiage classrooms. Children are grouped according to their academic and social needs, not according to their age alone. The school benefits from the support of the nonprofit Monarch Community Board, a group of parents that supports parent participation, parent education, and fund-raising within our school community. Parent participation is critical to the running of the school and the spirit of the community.

This year, students successfully "graduated" from Monarch to Branciforte and Mission Hill Middle Schools, Alternative Family Education (AFE) Home school, Georgiana Bruce Kirby Preparatory School and Pacific Collegiate Charter School.

For the ninth year, graduating students demonstrated their mastery of our exit criteria to a panel of adults and peer students. Graduating students present evidence showing their academic growth in all subject areas including Math and English Language Arts, as well as leadership development, while at Monarch School. In 2010 the Monarch staff presented their work on the exit criteria program at the Fall Forum, the national conference for the Coalition of Essential Schools.

Comprehensive Needs Assessment Components

Data Analysis

Please refer to the School and Student Performance Data section where an analysis is provided.

Surveys

This section provides a description of surveys (i.e., Student, Parent, Teacher) used during the school-year, and a summary of results from the survey(s).

Summary analysis of the Monarch Family 2014-15 Survey administered in March, 2015. Overall there were almost NO negative comments at all throughout the entire survey with a few in the Open Ended Comments section. The Monarch Community School Survey 2014-15 was completed during Spring Conferences 2015. Our Monarch population includes 81 families representing 99 students, TK-5th grade.

OVERALL SATISFACTION

Monarch families are generally satisfied with their family's experience at Monarch Community School. Of the eighty-five (85) persons who responded, eighty-two percent (82%) strongly agree and an additional 18% agree with being satisfied with their family's experience. Zero (0) respondents answered negatively to this question.

ACADEMIC PROGRESS

Families were asked if they agreed with the statement that they feel positive regarding their child's ACADEMIC progress. Almost all who responded agree positively with this idea (70% of families strongly agree; 28% somewhat agree). Only 1% stated that they somewhat disagree with feeling positive regarding their child's academic progress. One percent (1%) had no opinion.

SOCIAL AND EMOTIONAL SKILLS

Families were asked if they feel positive regarding the SOCIAL and EMOTIONAL SKILLS their child is learning. All respondents felt positive regarding the social-emotional skills their child is learning with an overwhelming ninety percent (90%) of families strongly agreeing and an additional 10% somewhat agreeing that they felt positive about this area of learning.

MULTI-AGE PHILOSOPHY

Monarch embraces a multi-age approach to learning. This approach is used throughout the Monarch experience. Eighty-four (84) respondents answered to the statement, "I understand the multi-age philosophy of Monarch." All families felt that they understood the philosophy to some degree, with 98% indicating "Strongly Agree" and another 2% were "Somewhat Agree." No families responded negatively about their understanding of the multi-age approach.

COMMUNICATION

Parents/guardians were asked to respond to how they receive most Monarch communication. They were offered a list of choices and could check off all that apply. The chart below displays the results.

In reviewing the chart, a great majority use the Electronic Bulletin as a source of receiving Monarch Communication. In fact, 18 families solely use the Electronic Bulletin to receive communications, while five families use only the Paper Bulletin to obtain weekly information. Most people use a combination of methods to receive communication about the happenings at Monarch.

PARENT PARTICIPATION

Respondents were asked to write about whether or not Parent Participation was working for their family. Seventy respondents (81%) provided feedback about Parent Participation. A majority (54; 78%) expressed that it was working well for their family, although some say it is sometimes difficult (13; 19%) due, for example, to scheduling conflicts or child care issues with younger siblings. However, most also said that they realize the importance of making participation a priority, despite the challenges. Moreover, several (8; 12%) spoke of having a flexible work schedule, which helped in terms of being able to participate more easily. A few somewhat negative comments spoke of feelings that some jobs are more hour intensive than others and that parent participation in some cases, especially combined with going on field trips, fundraising, etc... can feel like too much at times. However, other comments spoke about how participating helps foster a sense of community, bringing you together with other families as well as getting to know the children. A final comment said that there is a need for more jobs that can be done on nights and weekends.

PARENT EDUCATION

Parents were asked to list up to three topics that they would like to see as future Family Education Topics. Approximately 60 topics were suggested. Of those topics, several emerged as more popular than others. Overall, parents want more support with "parenting!" Particularly, more Positive Discipline was suggested by 24 of the 63 (38%) respondents. This encompasses PD in general, related to the classroom, at home, or within an ongoing support group format. Also suggested by several respondents was a workshop on Non-violent Communication (6 respondents). A spattering of other parenting-related topics were also mentioned (e.g. dealing with screen time/technology/internet; support with discussing difficult topics such as sexuality, challenging behavior, setting boundaries, dealing with bullying, kids turning into teens, etc.).

GOVERNANCE

Monarch Community School families work together with staff to support the school. When asked if they know where to go for information or support about a question or concern, 68% indicated "YES" and 31% responded "MAYBE." Only 1% replied "NO." Having the knowledge of where to go for information or support does not seem to relate to the number of years at Monarch. Those who responded "MAYBE" were not just families who were new to the school; even several families who have been at the school for several years responded this way. Conversely, several new families responded "YES" - that they did know where to go for help.

INCLUSIVENESS SURVEY FOR ADULTS RESULTS ANALYSIS

This is a summary of the Inclusiveness survey that was administered to adult family members in November, 2014.

Forty-eight of 81 families (59%) responded to the Fall Inclusiveness survey. Four of them were in Spanish, and 44 in English.

Overall, respondents feel that the school provides a welcoming and inclusive environment. Many respondents commented that the staff and school are providing good examples for the parent community in doing so, and that the parents must now begin applying the same principles to support its community. Some respondents support the idea that the staff receive more support and training on working with students from diverse backgrounds. On the other hand, responses were mixed when parents were asked if they would participate in 'extracurricular' activities, readings, and discussions about learning about different groups of people (see section entitled Improving the School Environment Towards Diversity).

Some respondents commented that inclusivity of people from diverse backgrounds has improved over last year due to the work of Enid Lee's one visit. There were multiple comments of wishing to "follow up on Enid's talk", however, no specific feedback was offered as how to do this or what content would be valued. There is some concern that Community Building events may not be accessible to some members of the community, as a fundraising emphasis has lately been applied to many events. Also, there were some comments that the MCB and parent leadership seem 'clique-y' and should better reflect the parent population. Another point of some respondents' interest is the school's level of inclusiveness of people with disabilities.

Overwhelming, respondents feel that they have sufficient contact with people from diverse backgrounds, and that the school has not changed their feelings or attitudes about others of diverse backgrounds. With regards to inclusivity of diverse religious practices, some respondents feel that the school 'glosses' over this type of diversity.

On the whole, respondents feel included as members of particular groups. They feel that the school and staff are doing their parts to educate the community in practices related to inclusiveness, and that the school and staff are 'walking the talk'.

Classroom Observations

This section provides a description of types and frequency of classroom observations conducted during the school-year and a summary of findings.

The principal conducted 300 classroom observations throughout the year. Eight of them were a function of the teacher evaluation program, while others were at the request of teachers for a principal's point of view with regards to individual students, classroom management, and instructional strategies.

Overall, there is evidence of consistent classroom management strategies across classrooms such as Class Meetings, Student Jobs, Closing Questions, Habits of Heart and Mind and norms of collaboration. Consistent instructional strategies are also in place. Every classroom utilizes the Readers and Writers Workshop format, with mini-lesson, student work time, and sharing of student work. Students are expected to demonstrate understanding and application of the Habits of Mind and Heart, as well as critical thinking, creativity, effective communication, and collaborative principles in group work.

Analysis of Current Instructional Program

The following statements are derived from the Elementary and Secondary Education Act (ESEA) of 1965 and Essential Program Components (EPCs). In conjunction with the needs assessments, these categories may be used to discuss and develop critical findings that characterize current instructional practice for numerically significant subgroups as well as individual students who are:

- Not meeting performance goals
- Meeting performance goals
- Exceeding performance goals

Discussion of each of these statements should result in succinct and focused findings based on verifiable facts. Avoid vague or general descriptions. Each successive school plan should examine the status of these findings and note progress made. Special consideration should be given to any practices, policies, or procedures found to be noncompliant through ongoing monitoring of categorical programs.

Standards, Assessment, and Accountability

1. Use of state and local assessments to modify instruction and improve student achievement (ESEA)

All classrooms utilize summative and formative reading, writing, and math assessment, as well as skill specific and "Essential Question" science and social studies assessments. Teachers use a variety of commercial (i.e. Developmental Reading Assessment) and teacher-created assessments that align with developmentally appropriate curriculum (i.e. rubric-scored writing assessments). Classrooms utilize formative assessments to inform instruction, to group students in both heterogeneous and homogenous configurations, to assess language acquisition objectives, and to meet the needs of students in varying developmental levels within each classroom.

2. Use of data to monitor student progress on curriculum-embedded assessments and modify instruction (EPC)

All classrooms report records of scored assessments, as well as consistent record keeping practices for ensuring that students' portfolios are stocked with relevant work samples that may be used as students' evidence of meeting Monarch School's Exit Criteria. See above for a more detailed discussion of assessment. At monthly PLC meetings, teachers use a Data Protocol to analyze student work and make instructional decisions to increase student achievement. Further analysis of these data cycles indicates that further professional development could be used to analyze who isn't succeeding and what strategies might support these specific students.

Staffing and Professional Development

3. Status of meeting requirements for highly qualified staff (ESEA)

All teachers are "fully qualified" as defined by federal law and the State Board of Education. In addition, teachers participate in both local and consultant-based workshops and other professional development as is needed to best meet the needs of students and the staff as a Professional Learning Community.

4. Sufficiency of credentialed teachers and teacher professional development (e.g., access to instructional materials training on SBE-adopted instructional materials) (EPC)

Monarch classrooms are staffed per district-wide classroom averages. However, the multi-grade nature of the classrooms requires some flexibility with this staffing. The school district funds some teacher release time for teachers to pursue individual and group professional development. In order to better support English Language Learners and new writers, four of five teachers attended the Monterey Bay Aquarium's Summer Institute this year, and three of five attended a Mini-Merit Summer Program. The Krause Center for Innovation's five-day "mini-MERIT" Educational Technology training is based upon a long-running, successful MERIT (Making Education Relevant and Interactive through Technology).

5. Alignment of staff development to content standards, assessed student performance, and professional needs (ESEA)

The focus of the professional development is based on professional needs as determined by indicators of student achievement and staff-identified needs. The foci for the 2014-15 year were improving writing instruction, implementing an English Language Development program, and equity-based action research. In 2015-16, staff will continue to focus their professional development needs based on these three areas.

6. Ongoing instructional assistance and support for teachers (e.g., use of content experts and instructional coaches) (EPC)

Monarch School does not receive support from district instructional coaches.

7. Teacher collaboration by grade level (kindergarten through grade eight [K–8]) and department (grades nine through twelve) (EPC)

Teachers collaborate three Wednesdays a month for PLC/PD with focus on analyzing student work, curriculum alignment, and Common Core and NGSS implementation.

Teaching and Learning

8. Alignment of curriculum, instruction, and materials to content and performance standards (ESEA)

All students are provided developmentally appropriate core instruction in all subject areas. Tier Two support for students not performing at grade level takes place in RtI groups, Reading Recovery instruction, and targeted one-on-one or small group short term intervention. Students with IEPs receive additional instruction in reading, writing, strategies, and math skills as is determined by their individual needs. Approximately 20% of the students receive Tier Two intervention.

9. Adherence to recommended instructional minutes for reading/language arts and mathematics (K–8) (EPC)

All students receive recommended instructional minutes in all subject areas.

10. Lesson pacing schedule (K–8) and master schedule flexibility for sufficient numbers of intervention courses (EPC)

All students work in the highly individualized and developmentally appropriate academic program. All students work at their own pace. The Master Schedule incorporates intervention throughout the day for students needing support in Reading, Writing, Math and ELD.

11. Availability of standards-based instructional materials appropriate to all student groups (ESEA)

Standards-based instructional materials are provided to all student groups.

12. Use of SBE-adopted and standards-aligned instructional materials, including intervention materials, and for high school students, access to standards-aligned core courses (EPC)

All classroom SBE-adopted and standards-aligned instructional materials.

Opportunity and Equal Educational Access

13. Services provided by the regular program that enable underperforming students to meet standards (ESEA)

All students' progress is closely monitored and instruction is modified as is necessary to provide developmentally appropriate instruction. Tier One strategies include: providing a daily agenda; daily warm-ups and closure activities; providing exemplar student work samples; use of equitable strategies to check for understanding; communicating learning purpose; use of Habits of Mind and Essential Questions; use of visuals and realia; connecting learning to students' lives, using technology to enhance learning; and use of productive student talk strategies. Tier Two support for students not performing at grade level takes place in RtI groups, Reading Recovery instruction, and targeted one-on-one or small group short term intervention.

14. Research-based educational practices to raise student achievement

Professional development has focused on improving instruction in writing via implementation of research-based and Common Core Aligned Writers Workshop Curriculum from Heinemann Books. In addition, students in Tier Two Rtl receive two and a half hours of research-based Reading Recovery intervention.

Parental Involvement

15. Resources available from family, school, district, and community to assist under-achieving students (ESEA)

Monies are spent to provide translation and childcare for our ELAC meetings, translation for other parent meetings including Back to School Night, Open House, and Parent Education Nights, and translation of the monthly parent newsletter and weekly bulletin. Local community volunteers provide Reading Recovery and other one-on-one reading assistance. Vive Oaxaca provides cultural and academic activities to students after school and on weekends. The School community coordinator provides a bridge to community resources including counseling, housing and job training for family members of the Monarch School Community. Positive Discipline parenting classes and regular parent education evenings are made available to parents yearly. This includes a free support group for parents of teens or soon to be teenage children.

16. Involvement of parents, community representatives, classroom teachers, other school personnel, and students in secondary schools, in the planning, implementation, and evaluation of ConApp programs (5 California Code of Regulations 3932)

Input for the ConApp includes sharing of student achievement data with staff meetings, SCIL meetings, and ELAC. These groups provide input into the plan. Using this input, the principal works with Site Council to write the plan. Administration works with leadership and staff to implement the plan. Evaluation is ongoing at leadership meetings.

Funding

17. Services provided by categorical funds that enable underperforming students to meet standards (ESEA)

Services include staffing and materials for ELD instructional support, reading and writing support for students in Tier Two Rtl, and professional development focused on data-team cycles and researched based instructional strategies including academic student talk, implementing Common Core-based curriculum, and parent partnership services.

18. Fiscal support (EPC)

Fiscal support includes: FTE to support reading intervention and student skills instruction, hourly support for ELD and Rtl support staff, translation of written materials and at parent meetings, release time for classroom observation, assessment, conferences, and purchase of materials. Central services also funds additional stipends for two SCIL members.

Description of Barriers and Related School Goals

Many students enter Monarch School with a variety of academic and social needs. Twenty-seven percent of the students are English Language Learners, and more than 40% qualify for free lunch.

School goals:

Writing:

Continue to improve writing instruction and assessment for all students through the implementation of shared writers workshop instructional strategies and Common Core curriculum. 80% of students will make one column of growth on the developmental writing rubric.

1. 80% of staff will show improvement on Writers Workshop Mini-Lesson Effectiveness continuum.

2. At least 80% of students will make one year's growth.

ELD:

Research and implement ELD curriculum and assessment that will meet the needs of English Language Learners.

1. At least 80% of students will make one year's growth.

2. At least 80% of students will demonstrate improvement since September, 2014.
3. At least 80% of students will score proficient on the assessment.
4. At least 80% of students will make one year's growth.
5. At least 80% of students will make one year's growth.
6. At least 80% of students will make one year's growth.

School Climate & Culture:

Research, develop and implement school wide culture and climate practices to meet the needs of our increasingly diverse population.

1. Teacher/staff pre and post survey of understanding and implementation of trauma informed care will demonstrate deeper understanding and implementation of Trauma Informed strategies.
2. Student Inclusion/Equity survey results will indicate 95% of students feel included and that school policies are equitable.
3. Yearly parent survey results will indicate that 90% of families are satisfied with school culture and climate practices.

Math:

Improve math instruction by analyzing student work, creating vertical alignment of instruction, and coordinating assessment (both formative and summative).

1. 80% of the students will move one column on the developmental math rubric.

School and Student Performance Data

CELDT (Annual Assessment) Results

Grade	2014-15 CELDT (Annual Assessment) Results										
	Advanced		Early Advanced		Intermediate		Early Intermediate		Beginning		Number Tested
	#	%	#	%	#	%	#	%	#	%	#

Conclusions based on this data:

1.

School and Student Performance Data

CELDT (All Assessment) Results

Grade	2014-15 CELDT (All Assessment) Results										
	Advanced		Early Advanced		Intermediate		Early Intermediate		Beginning		Number Tested
	#	%	#	%	#	%	#	%	#	%	#

Conclusions based on this data:

1.

School and Student Performance Data

Title III Accountability (School Data)

AMAO 1	Annual Growth		
	2012-13	2013-14	2014-15
Number of Annual Testers	2	2	
Percent with Prior Year Data	100.0%	100.0%	
Number in Cohort	2	2	
Number Met	--	--	
Percent Met	--	--	
NCLB Target	57.5	59.0	60.5
Met Target	*	--	

AMAO 2	Attaining English Proficiency					
	2012-13		2013-14		2014-15	
	Years of EL instruction		Years of EL instruction		Years of EL instruction	
	Less Than 5	5 Or More	Less Than 5	5 Or More	Less Than 5	5 Or More
Number in Cohort	1	1	10	1		
Number Met	--	--	--	--		
Percent Met	--	--	--	--		
NCLB Target	21.4	47.0	22.8	49.0	24.2	50.9
Met Target	*	*	--	--		

AMAO 3	Adequate Yearly Progress for English Learner Subgroup		
	2012-13	2013-14	2014-15
English-Language Arts			
Met Participation Rate			
Met Percent Proficient or Above	--		
Mathematics			
Met Participation Rate			
Met Percent Proficient or Above	--		

Conclusions based on this data:

1.

School and Student Performance Data

Title III Accountability (District Data)

AMAO 1	Annual Growth		
	2012-13	2013-14	2014-15
Number of Annual Testers	490	450	
Percent with Prior Year Data	99.6	99.6	
Number in Cohort	488	448	
Number Met	268	250	
Percent Met	54.9	55.8	
NCLB Target	57.5	59.0	60.5
Met Target	No	No	

AMAO 2	Attaining English Proficiency					
	2012-13		2013-14		2014-15	
	Years of EL instruction		Years of EL instruction		Years of EL instruction	
	Less Than 5	5 Or More	Less Than 5	5 Or More	Less Than 5	5 Or More
Number in Cohort	532	78	517	79		
Number Met	105	22	116	37		
Percent Met	19.7	28.2	22.4	46.8		
NCLB Target	21.4	47.0	22.8	49.0	24.2	50.9
Met Target	No	No	No	No		

AMAO 3	Adequate Yearly Progress for English Learner Subgroup at the LEA Level		
	2012-13	2013-14	2014-15
English-Language Arts			
Met Participation Rate	Yes	Yes	
Met Percent Proficient or Above	No	No	
Mathematics			
Met Participation Rate	Yes	Yes	
Met Percent Proficient or Above	No	No	
Met Target for AMAO 3	No	No	

Conclusions based on this data:

1.

Planned Improvements in Student Performance

School Goal #1

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index (API) and adequate yearly progress growth (AYP) targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

SUBJECT: Writing Instruction and Assessment						
LEA GOAL:						
Coordinates with SCCS District goal #1, #4 Goal #1 All Santa Cruz City School students will be college-ready and will successfully access post secondary educational and career opportunities. Goal # 4 We will develop a highly collaborative, professional culture focused on supporting effective teaching.						
SCHOOL GOAL #1:						
Continue to improve writing instruction and assessment for all students through the implementation of shared writers workshop instructional strategies and Common Core curriculum.						
Data Used to Form this Goal:						
1. Student progress on Developmental Writing Rubric. 2. Teacher self-evaluation on Writers Workshop Mini-Lesson Effectiveness continuum.						
Findings from the Analysis of this Data:						
1. Not available until after June 2015. 2. Not available until after June 2015.						
How the School will Evaluate the Progress of this Goal:						
80% of students will make one column of growth on the developmental writing rubric. 80% of staff will show improvement on Writers Workshop Mini-Lesson Effectiveness continuum.						

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Professional development for implementing Writer's Workshop	June 2016	Teachers and Site Admin	Relevant PD opportunities	5800: Professional/Consulting Services And Operating Expenditures	LCFF - Supplemental	2912.50

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Peer observation and coaching with a focus on vertical alignment, ELL students and common practices aligned to the Common Core.	Oct.-May	SCIL team leaders and admin.	Staff time, sub pay for teacher observation time	None Specified		
Integrating ELD standards into Writers Workshop mini-lessons	Year long	SCIL team leaders and teachers	PD/PLC time	None Specified	None Specified	
Each teacher will have a turn using data protocol with a writing issue	Four times, one for each class	SCIL team/teachers	PD/PLC time			
Continue exploration and integration of new Common Core writing rubrics	Year long	SCIL Leaders and Admin.	PD/PLC Meeting time			

Planned Improvements in Student Performance

School Goal #2

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index (API) and adequate yearly progress growth (AYP) targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

SUBJECT: ELD
LEA GOAL:
SCCS District Strategic Goal #1 All Santa Cruz City School students will be college-ready and will successfully access post secondary educational and career opportunities
SCHOOL GOAL #2:
Research and implement ELD curriculum and assessment that will meet the needs of English Language Learners.
Data Used to Form this Goal:
<ol style="list-style-type: none">1. English Language Proficiency Profile rubric and student work reviewed at regular Language Review Team meetings.2. Express Placement Assessment for Systematic ELD.3. Phonics assessment.4. Developmental Reading Assessment.5. Developmental reading and writing rubrics.6. Words their Way spelling inventory.
Findings from the Analysis of this Data:
<ol style="list-style-type: none">1. Findings will be available after June LRT.2. Pre and evaluation will be available after June 2015.3. Findings will be available after June 2015.4. Findings will be available after June 2015.5. Findings will be available after June 2015.6. Findings will be available after June 2015.

How the School will Evaluate the Progress of this Goal:

1. At least 80% of students will make one year's growth.
2. At least 80% of students will demonstrate improvement since September, 2014.
3. At least 80% of students will score proficient on the assessment.
4. At least 80% of students will make one year's growth.
5. At least 80% of students will make one year's growth.
6. At least 80% of students will make one year's growth.

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Staff will research methods and philosophies of ELD instruction and assessment. Share this at PLC meetings.	Ongoing all year	Teachers/admin., SCIL	Books, articles			
LRT	Twice yearly	Staff				
Elementary EL PLC	Meets quarterly	Teachers, DO		None Specified	District Funded	500.00
Family support for ELL families	Ongoing	School Community coordinator, teachers, admin., classroom assistant	8hr per week 1.6 FTE	2000-2999: Classified Personnel Salaries	Title I Part A: Allocation	8,180
			10hr per week .2 FTE	2000-2999: Classified Personnel Salaries	LCFF - Supplemental	3,058
ELD PD for teachers with Dr. Kara Willet	four days during 15-16	Dr. Kara Willet	our days during 15-16	5800: Professional/Consulting Services And Operating Expenditures	LCFF - Supplemental	2912.50

Planned Improvements in Student Performance

School Goal #3

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index (API) and adequate yearly progress growth (AYP) targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

SUBJECT: School Culture and Climate
LEA GOAL:
SCCS District Strategic Goal #4 We will develop a highly collaborative, professional culture focused on supporting effective teaching.
SCHOOL GOAL #3:
Research, develop and implement school wide culture and climate practices to meet the needs of our increasingly diverse population.
Data Used to Form this Goal:
1. Parent Inclusion Survey results 2. Pilot of student survey 3. Teacher self evaluation of individual equity inquires this year
Findings from the Analysis of this Data:
How the School will Evaluate the Progress of this Goal:
Teacher/staff pre and post survey of understanding and implementation of trauma informed care Student Inclusion/Equity survey Yearly parent survey results

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Professional consultant will observe staff, and meet with them to set goals for equity work based on Enid Lee's work this year. Staff will have check in with consultant throughout the year	Monthly	SCIL, Admin., Eddy Fergus	Outside observer/coach, Eddy Fergus	5800: Professional/Consulting Services And Operating Expenditures	District Funded	
Trauma informed Care for Schools training and implementation	Aug 17 - June 2016	Admin, SCIL, Director Student services	Outside consultant, subtime	None Specified	District Funded	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
The Community building committee will continue to work with the parent community to promote inclusion and equity	monthly activities	Parent Community Building Committee		None Specified	None Specified	
Improve ELAC, SSC and MCB communication via liaison and yearly joint meeting	Monthly communication and one yearly meeting	ELAC, SSC and MCB presidents, admin.	Parents, teachers, staff	None Specified	None Specified	

Planned Improvements in Student Performance

School Goal #4

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index (API) and adequate yearly progress growth (AYP) targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

SUBJECT: Math
LEA GOAL:
Coordinates with SCCS District goal # 1, #4 Goal #1 All Santa Cruz City School students will be college-ready and will successfully access post secondary educational and career opportunities. Goal # 4 We will develop a highly collaborative, professional culture focused on supporting effective teaching.
SCHOOL GOAL #4:
Improve math instruction by analyzing student work, creating vertical alignment of instruction, and coordinating assessment (both formative and summative).
Data Used to Form this Goal:
Student movement on developmental math rubric, student scores on MARS assessments, MARS tasks, and teacher developed common formative assessments and teacher observation.
Findings from the Analysis of this Data:
This is a new goal.
How the School will Evaluate the Progress of this Goal:
80% of the students will move one column on the developmental math rubric.

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Analyze student work for what is being covered in each math group over a year's time.	Monthly	SCIL/teachers	PLC/PD time			
Create comprehensive vertical alignment for math instruction across classrooms	by June 2016	SCIL/teachers	PLC/PD time			
Revisit agreements about regular use of instructional strategies and common assessment schedule	by June 2016	SCIL/teachers	PLC/PD time			

Summary of Expenditures in this Plan

Total Expenditures by Object Type and Funding Source

Object Type	Funding Source	Total Expenditures
None Specified	District Funded	500.00
	LCFF - Supplemental	3,058.00
5800: Professional/Consulting Services And	LCFF - Supplemental	5,825.00
2000-2999: Classified Personnel Salaries	Title I Part A: Allocation	8,180.00

Summary of Expenditures in this Plan

Total Expenditures by Funding Source

Funding Source	Total Expenditures
District Funded	500.00
LCFF - Supplemental	8,883.00
Title I Part A: Allocation	8,180.00

Summary of Expenditures in this Plan

Total Expenditures by Object Type

Object Type	Total Expenditures
2000-2999: Classified Personnel Salaries	8,180.00
5800: Professional/Consulting Services And Operating	5,825.00
None Specified	500.00

Summary of Expenditures in this Plan

Total Expenditures by Goal

Goal Number	Total Expenditures
Goal 1	2,912.50
Goal 2	14,650.50

School Site Council Membership

California Education Code describes the required composition of the School Site Council (SSC). The SSC shall be composed of the principal and representatives of: teachers selected by teachers at the school; other school personnel selected by other school personnel at the school; parents of pupils attending the school selected by such parents; and, in secondary schools, pupils selected by pupils attending the school. The current make-up of the SSC is as follows:

Name of Members	Principal	Classroom Teacher	Other School Staff	Parent or Community Member	Secondary Students
Lysa Tabachnick	X				
Michelle McKinney		X			
Barney Levy				X	
Lisa Orozco			X	X	
Numbers of members of each category:	1	1	1	2	

At elementary schools, the school site council must be constituted to ensure parity between (a) the principal, classroom teachers, and other school personnel, and (b) parents of students attending the school or other community members. Classroom teachers must comprise a majority of persons represented under section (a). At secondary schools there must be, in addition, equal numbers of parents or other community members selected by parents, and students. Members must be selected by their peer group.

Recommendations and Assurances

The school site council (SSC) recommends this school plan and Proposed Expenditure(s) to the district governing board for approval and assures the board of the following:

- 1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
- 2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
- 3. The SSC sought and considered all recommendations from the following groups or committees before adopting this plan (Check those that apply):

	State Compensatory Education Advisory Committee	_____ Signature
X	English Learner Advisory Committee	_____ Signature
	Special Education Advisory Committee	_____ Signature
	Gifted and Talented Education Program Advisory Committee	_____ Signature
	District/School Liaison Team for schools in Program Improvement	_____ Signature
	Compensatory Education Advisory Committee	_____ Signature
	Departmental Advisory Committee (secondary)	_____ Signature
	Other committees established by the school or district (list):	_____ Signature

- 4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
- 5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
- 6. This SPSA was adopted by the SSC at a public meeting on .

Attested:

Lysa Tabachnick	_____	_____
Typed Name of School Principal	Signature of School Principal	Date
_____	_____	_____
Typed Name of SSC Chairperson	Signature of SSC Chairperson	Date

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Out-of-State Field Trip – Creating Change Conference

MEETING DATE: August 17, 2016

FROM: Frank Wells, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the out-of-state field trip request for from one to four students and one teacher chaperone to attend the Creating Change Conference in Philadelphia from January 17 through 22, 2017.

BACKGROUND:

The District partners with the Queer Youth Task Force (QYTF) of Santa Cruz County to ensure safe school environments for our LGBTQ youth. The QYTF is offering an opportunity for our students to attend the Creating Change Conference, the preeminent conference on LGBTQ issues in the nation. Students will be selected to attend through a competitive application process. The criteria include: excellent grades, social and emotional maturity, commitment as demonstrated by membership in the GSA and previous attendance in at least one local or regional leadership conference. Students are expected to bring back what they have learned to their school sites and create meaningful change on an issue of their choosing.

In addition to the teacher chaperone there will be community volunteer chaperones in a ratio of one adult to one student. Students will not be alone at the conference at any time. They will attend only workshops and will not be attending any adult-oriented social events.

The QYTF and fundraising will cover all costs for the students selected as well as the chaperones.

There may be students attending from other county school district under SCCS sponsorship. Our liability insurance provider has been consulted.

FISCAL IMPACT: Cost of one substitute teacher for three school days (\$330), using MAA (Medi-Cal Administrative Activities) funds.

Prepared by Eileen Brown, Director of Student Services

SANTA CRUZ CITY SCHOOLS

AGENDA ITEM: Disposition of Surplus Property

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property on the attached list(s) in accordance with Board Policy 3270 and Administrative Regulation 3270A.

BACKGROUND:

Education Code Section 17545(a) provides that the Board of Education may sell for cash any personal property belonging to the District if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. (b) The governing board may choose to conduct any sale of personal property authorized under this section by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

Section 17546(a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board. (b) Any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board. (c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

Per Ed Code 60530(b), instructional materials may be destroyed by any economical means, provided that no instructional material shall be destroyed until 30 days after the governing board has given notice to all persons who have filed a request for such notice.

SCCS BOARD OF EDUCATION

MEETING OF AUGUST 17, 2016

SURPLUS PROPERTY LIST

SITE: BAY VIEW ELEMENTARY

<u>Property Description</u>	<u>Asset #</u>	<u>Year/Age</u>	<u>Condition</u>	<u>Value</u>
1. Toshiba TV – Theater View	None	20 yrs	Poor	\$0
2. Small file cabinet	None	20 yrs	Poor	\$0
3. Two desks	None	20 yrs	Broken, non-functional	\$0
4. Four wooden primary chairs	None	20 yrs	Non-functional	\$0
5. Seventeen 12” plastic chairs	None	10 yrs	Non-functional	\$0
6. Rectangular table	None	10 yrs	Non-functional	\$0
7. Rectangular table	None	25 yrs	Non-functional	\$0
8. Metal desk with two cubicles	None	20 yrs	Poor	\$0
9. Four folding tables	None	10+ yrs	Fair	\$0
10. Metal desk	16011	20 yrs	Poor	\$0
11. Metal desk	11927	15 yrs	Poor	\$0
12. Rolling white board	15417	15 yrs	Poor	\$0
13. Rectangular table	None	12 yrs	Non-functional	\$0
14. 6-person desk	None	30 yrs	Poor	\$0
15. Twenty-one small wooden chairs	None	20+ yrs	Non-functional	\$0
16. Twelve small wooden tables	None	20+ yrs	Poor	\$0
17. 2-person desk	None	20+ yrs	Fair	\$0
Total				\$0

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property in accordance with Board Policy 3270 and Administrative Regulation 3270A.

Approval Date: _____ **Approved By:** _____

SCCS BOARD OF EDUCATION

MEETING OF AUGUST 17, 2016

SURPLUS PROPERTY LIST

SITE: BAY VIEW ELEMENTARY

<u>Property Description</u>	<u>Asset #</u>	<u>Year/Age</u>	<u>Condition</u>	<u>Value</u>
1. Two metal file cabinets	None	20 yrs	Poor	\$0
2. Wooden cubbie	15338	15 yrs	Non-functional	\$0
3. Two easels	None	10 yrs	Fair	\$0
4. Three-tier plastic cubbie	None	10 yrs	Poor	\$0
5. Two brown chairs	None	10 yrs	Fair	\$0
6. Five rolling chairs	None	10 yrs	Fair	\$0
7. One blue box of blocks	None	10 yrs	Fair	\$0
8. Seventeen plastic chairs	None	10 yrs	Non-functional	\$0
9. Two square tables	None	10 yrs	Poor	\$0
10. Spinning coat hanger	None	10 yrs	Poor	\$0
11. Wooden shelf	None	15 yrs	Fair	\$0
12. Wooden play kitchen	None	10 yrs	Poor	\$0
13. Blinds	None	10 yrs	Fair	\$0
			Total	\$0

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property in accordance with Board Policy 3270 and Administrative Regulation 3270A.

Approval Date: _____ **Approved By:** _____

SCCS BOARD OF EDUCATION

MEETING OF AUGUST 17, 2016

SURPLUS PROPERTY LIST

SITE: DELAVEAGA ELEMENTARY

<u>Property Description</u>	<u>Asset #</u>	<u>Year/Age</u>	<u>Condition</u>	<u>Value</u>
1. Desk	None	20+ years	Poor	\$0
Total				\$0

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property in accordance with Board Policy 3270 and Administrative Regulation 3270A.

Approval Date: _____ **Approved By:** _____

SCCS BOARD OF EDUCATION

MEETING OF AUGUST 17, 2016

SURPLUS PROPERTY LIST

SITE: SOQUEL HIGH SCHOOL

	<u>Property Description</u>	<u>Asset #</u>	<u>Year/Age</u>	<u>Condition</u>	<u>Value</u>
1.	Sixty-two student desks, some with chairs, some without, and chairs	None	20 + yrs	Poor	\$0
2.	Teachers wooden desk	None	20 + yrs	Poor	\$0
3.	Two off-set tables 48" x 36"	None	20 + yrs	Poor	\$0
4.	Two tables 3' x 6'	None	20 + yrs	Poor	\$0
5.	Two office chairs	None	20 + yrs	Poor	\$0
6.	Three metal 4-drawer filing cabinets	None	20 + yrs	Poor	\$0
7.	One metal 2-drawer file cabinet	None	20 + yrs	Poor	\$0
8.	Cork board, 5' x 3'	None	20 + yrs	Poor	\$0
				Total	\$0

It is recommended that the Board of Education authorize the Assistant Superintendent, Business Services, or his designee, to sell or dispose of the surplus property in accordance with Board Policy 3270 and Administrative Regulation 3270A.

Approval Date: _____ **Approved By:** _____

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Contracts and Consultant Services Agreement

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Assistant Superintendent, Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Ratify contracts and consultant services agreements executed pursuant to Board Policy 3300.

BACKGROUND:

On February 23, 2011, the Board of Education delegated authority to enter into contracts on behalf of Santa Cruz City Schools and to purchase supplies, materials, apparatus, equipment and services up to the amounts specified in Public Contract Code 20111 and Education Code Section 17605 to the Superintendent of Schools or designees, and required that the Board of Trustees ratify contracts within sixty (60) days of incurring the expense.

The following contract is presented for ratification:

1. Contracts – Superintendent’s Office
 1. Bond Counsel Services, Elementary District
 2. Bond Counsel Services, Secondary District
2. Lease Agreements & Contracts – Business Services
 1. Palace Business Solutions – piggybackable contract for classroom supplies via Pajaro Valley USD’s RFP # 002-08-15
 2. Shoutpoint, Inc. – Emergency messaging software for Infinite Campus
3. Consultant Services Agreement – Educational Services/Special Education
 1. Deirdre Hickey Sturm – Board Certified Behavior Analyst – evaluation of independence skills in students with disabilities and training of staff in support of these students in mainstream settings.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bond Counsel Agreement Santa Cruz City Elementary School District

MEETING DATE: August 17, 2016

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached bond counsel agreement with Jones Hall, professional law corporation.

BACKGROUND:

On July 27, 2016, the Trustees approved a November 8, 2016 bond ballot measure for the Elementary School District. The District requires professional legal services for bond and disclosure counsel services in connection with general obligation bond proceedings.

AGREEMENT FOR LEGAL SERVICES

BETWEEN THE SANTA CRUZ CITY ELEMENTARY SCHOOL DISTRICT AND JONES HALL, A PROFESSIONAL LAW CORPORATION, FOR BOND AND DISCLOSURE COUNSEL SERVICES IN CONNECTION WITH GENERAL OBLIGATION BOND PROCEEDINGS

This AGREEMENT FOR LEGAL SERVICES is entered as of August 17, 2016, between the SANTA CRUZ CITY ELEMENTARY SCHOOL DISTRICT (the "District") and JONES HALL, A PROFESSIONAL LAW CORPORATION, San Francisco, California ("Attorneys").

B A C K G R O U N D :

1. The District has called an election to be held on November 8, 2016 (the "Bond Election") at which it will seek authorization to issue general obligation bonds (the "Bonds") in the name and on behalf of the District pursuant to the laws of the State of California.
2. In the event the District receives said voter authorization, it intends to issue said Bonds in one or more series pursuant to the laws of the State of California.
3. In connection with such proceedings, the District requires the services of nationally-recognized bond counsel and disclosure counsel.
4. Attorneys have nationally-recognized expertise in serving as bond counsel and disclosure counsel to public agencies, and are qualified to act as bond counsel to the District in connection with the District's financing needs.

A G R E E M E N T :

In consideration of the foregoing and the mutual covenants contained in this Agreement, the District and Attorneys agree as follows:

Section 1. Identification of Client. Attorneys shall represent the District in connection with the proceedings for the authorization, issuance and sale of the Bonds, including proceedings for the Bond Election. Attorneys will not represent, and will owe no duties to, any other party, including but not limited to any financial advisor, trustee, paying agent, bond insurer or underwriter of the Bonds.

Section 2. Duties of Attorneys. Attorneys shall perform all of the following services as bond counsel and disclosure counsel to the District in connection with the election proceedings relating to the Bonds, and the issuance and sale of the Bonds in one or more series from time to time:

- Preparation of all legal proceedings required to be undertaken by the District in connection with calling the Bond Election, including reviewing resolution calling the Bond Election and specifying the form of the ballot proposition, advising the District as to the form and content of the ballot proposition, and reviewing a tax rate statement,

ballot argument, impartial analysis and other statements for conformity with applicable legal requirements.

- Preparation of all legal proceedings for the authorization, issuance and delivery of Bonds by the District; including preparation of resolutions authorizing the issuance of such Bonds, fixing the date, denominations, numbers, maturity and interest rates, providing the form of the Bonds and authorizing their execution, authentication and registration; certifying the terms and conditions upon which the same are to be issued; providing for the setting up of special funds for the disposition of proceeds of the sale of the Bonds, and providing all other details in connection therewith; preparation of the resolution selling all or any part of the authorized Bond issue; preparation of all documents required for Bond delivery and supervising such delivery; preparation of all other proceedings incidental to or in connection with the issuance, sale and delivery of the Bonds.
- Application for any Internal Revenue Service or other rulings necessary to assure tax-exempt status of the Bonds, or as required by the purchasers of the Bonds.
- Upon completion of proceedings to the satisfaction of Attorneys, providing a legal opinion approving in all regards the legality of all proceedings for the authorization, issuance and delivery of Bonds, and stating that interest on the Bonds is excluded from gross income for purposes of federal income taxes and is exempt from California personal income taxation, which opinion shall inure to the benefit of the purchasers of the Bonds.
- Any and all legal consultation requested by the District concerning the Bonds at any time after delivery of the Bonds.

Attorneys shall perform all of the following services as Disclosure Counsel to the District in connection with the issuance and sale of each series of the Bonds:

- Reviewing the Official Statement which is prepared by legal counsel to the Underwriters with regard to the accuracy and completeness of the disclosure of the terms and provisions of the Bonds, the summary of legal documents prepared by Attorneys, and the federal and State of California tax status of the Bonds.
- Rendering an opinion to the District and the Underwriter of the Bonds stating that based upon Attorney's participation in the preparation of the Official Statement, nothing has come to their attention to lead them to believe that the Official Statement (except for any financial statements and the financial and statistical data or forecasts, numbers, charts, estimates, projections, assumptions or expressions of opinion included therein, and The Depository Trust Company and its book-entry system and information in the Appendices, as to which we express no view) as of the date of the Official Statement or the

date hereof contains any untrue statement of a material fact or omits to state any material fact necessary in order to make the statements therein, in the light of the circumstances under which they were made, not misleading.

Section 3. Compensation. The following fees apply to the legal services rendered hereunder:

- (a) Bond Election Proceedings. For the services of Attorneys performed in connection with the calling of the Bond Election and advice rendered during the period leading up and until the Bond Election, the District shall pay Attorneys a flat fee of \$2,500. An invoice for said services will be presented following the Bond Election. Attorneys' fee in connection with the Bond Election shall not be contingent upon the successful passage of the Bond measure and shall be payable from sources other than the proceeds of the Bonds.
- (b) Bond Counsel and Disclosure Counsel Services. if the Bonds are authorized at the Bond Election, for the services of Attorneys as Bond Counsel on each series of Bonds the District will pay Attorneys a fee in accordance with the following schedule:

1/2 of 1% of the first \$5 million of Bonds, plus
1/4 of 1% of the next \$5 million of Bonds, plus
1/8% of the remaining principal amount of Bonds

If the Bonds are authorized at the Bond Election, for the services of Attorneys as Disclosure Counsel on each series of Bonds the District will pay Attorneys a flat fee of \$25,000; provided that if any series of Bonds is sold concurrently with bonds authorized by the Santa Cruz City High School District, such issues shall be treated as a single issue for purposes of computing the Disclosure Counsel fee. The District shall reimburse Attorneys for out of pocket costs in an amount not to exceed \$2,500 per series, not including the cost of legal publication, if any. *Payment of said fees and expenses is entirely contingent upon the successful issuance of the Bonds by the District.*

Section 4. Term of Agreement. This Agreement shall remain in effect and shall be binding on the District and Attorneys until all of the Bonds have been issued.

Section 5. Responsibilities of the District. The District will cooperate with Attorneys and furnish Attorneys with certified copies of all proceedings taken by the District, or other deemed necessary by Attorneys to render an opinion upon the validity of the proceedings. Attorneys are not responsible for costs and expenses incurred incidental to the actual issuance and delivery of the Bonds, including the cost of preparing certified copies of proceedings required by Attorneys in connection with the issuance of the Bonds, the cost of financial advisory services, printing and publication costs.

Section 6. Independent Contractor. Attorneys will act as an independent contractor in performing the services required under this Agreement, and under no

circumstances shall Attorneys be considered an agent, partner, or employee of the District.

Section 7. Liability Insurance. Attorneys must maintain at their own expense at all times during the term of this Agreement policies of insurance, acceptable to the District, covering its workers' compensation injuries, public liability and professional liability.

Section 8. Assignment. Attorneys may not assign their rights or delegate their obligations under this Agreement, in whole or in part, except with the prior written consent of the District.

IN WITNESS WHEREOF, the District and Attorneys have executed this Agreement as of the date first above written.

**SANTA CRUZ CITY ELEMENTARY
SCHOOL DISTRICT**

Authorized Officer

**JONES HALL, A PROFESSIONAL LAW
CORPORATION**



President

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Bond Counsel Agreement Santa Cruz City High School District

MEETING DATE: August 17, 2016

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached bond counsel agreement with Jones Hall, professional law corporation.

BACKGROUND:

On July 27, 2016, the Trustees approved a November 8, 2016 bond ballot measure for the High School District. The District requires professional legal services for bond and disclosure counsel services in connection with general obligation bond proceedings.

AGREEMENT FOR LEGAL SERVICES

BETWEEN THE SANTA CRUZ CITY HIGH SCHOOL DISTRICT AND JONES HALL, A PROFESSIONAL LAW CORPORATION, FOR BOND AND DISCLOSURE COUNSEL SERVICES IN CONNECTION WITH GENERAL OBLIGATION BOND PROCEEDINGS

This AGREEMENT FOR LEGAL SERVICES is entered as of August 17, 2016, between the SANTA CRUZ CITY HIGH SCHOOL DISTRICT (the "District") and JONES HALL, A PROFESSIONAL LAW CORPORATION, San Francisco, California ("Attorneys").

B A C K G R O U N D :

1. The District has called an election to be held on November 8, 2016 (the "Bond Election") at which it will seek authorization to issue general obligation bonds (the "Bonds") in the name and on behalf of the District pursuant to the laws of the State of California.
2. In the event the District receives said voter authorization, it intends to issue said Bonds in one or more series pursuant to the laws of the State of California.
3. In connection with such proceedings, the District requires the services of nationally-recognized bond counsel and disclosure counsel.
4. Attorneys have nationally-recognized expertise in serving as bond counsel and disclosure counsel to public agencies, and are qualified to act as bond counsel to the District in connection with the District's financing needs.

A G R E E M E N T :

In consideration of the foregoing and the mutual covenants contained in this Agreement, the District and Attorneys agree as follows:

Section 1. Identification of Client. Attorneys shall represent the District in connection with the proceedings for the authorization, issuance and sale of the Bonds, including proceedings for the Bond Election. Attorneys will not represent, and will owe no duties to, any other party, including but not limited to any financial advisor, trustee, paying agent, bond insurer or underwriter of the Bonds.

Section 2. Duties of Attorneys. Attorneys shall perform all of the following services as bond counsel and disclosure counsel to the District in connection with the election proceedings relating to the Bonds, and the issuance and sale of the Bonds in one or more series from time to time:

- Preparation of all legal proceedings required to be undertaken by the District in connection with calling the Bond Election, including reviewing resolution calling the Bond Election and specifying the form of the ballot proposition, advising the District as to the form and content of the ballot proposition, and reviewing a tax rate statement,

ballot argument, impartial analysis and other statements for conformity with applicable legal requirements.

- Preparation of all legal proceedings for the authorization, issuance and delivery of Bonds by the District; including preparation of resolutions authorizing the issuance of such Bonds, fixing the date, denominations, numbers, maturity and interest rates, providing the form of the Bonds and authorizing their execution, authentication and registration; certifying the terms and conditions upon which the same are to be issued; providing for the setting up of special funds for the disposition of proceeds of the sale of the Bonds, and providing all other details in connection therewith; preparation of the resolution selling all or any part of the authorized Bond issue; preparation of all documents required for Bond delivery and supervising such delivery; preparation of all other proceedings incidental to or in connection with the issuance, sale and delivery of the Bonds.
- Application for any Internal Revenue Service or other rulings necessary to assure tax-exempt status of the Bonds, or as required by the purchasers of the Bonds.
- Upon completion of proceedings to the satisfaction of Attorneys, providing a legal opinion approving in all regards the legality of all proceedings for the authorization, issuance and delivery of Bonds, and stating that interest on the Bonds is excluded from gross income for purposes of federal income taxes and is exempt from California personal income taxation, which opinion shall inure to the benefit of the purchasers of the Bonds.
- Any and all legal consultation requested by the District concerning the Bonds at any time after delivery of the Bonds.

Attorneys shall perform all of the following services as Disclosure Counsel to the District in connection with the issuance and sale of each series of the Bonds:

- Reviewing the Official Statement which is prepared by legal counsel to the Underwriters with regard to the accuracy and completeness of the disclosure of the terms and provisions of the Bonds, the summary of legal documents prepared by Attorneys, and the federal and State of California tax status of the Bonds.
- Rendering an opinion to the District and the Underwriter of the Bonds stating that based upon Attorney's participation in the preparation of the Official Statement, nothing has come to their attention to lead them to believe that the Official Statement (except for any financial statements and the financial and statistical data or forecasts, numbers, charts, estimates, projections, assumptions or expressions of opinion included therein, and The Depository Trust Company and its book-entry system and information in the Appendices, as to which we express no view) as of the date of the Official Statement or the

date hereof contains any untrue statement of a material fact or omits to state any material fact necessary in order to make the statements therein, in the light of the circumstances under which they were made, not misleading.

Section 3. Compensation. The following fees apply to the legal services rendered hereunder:

- (a) Bond Election Proceedings. For the services of Attorneys performed in connection with the calling of the Bond Election and advice rendered during the period leading up and until the Bond Election, the District shall pay Attorneys a flat fee of \$2,500. An invoice for said services will be presented following the Bond Election. Attorneys' fee in connection with the Bond Election shall not be contingent upon the successful passage of the Bond measure and shall be payable from sources other than the proceeds of the Bonds.
- (b) Bond Counsel and Disclosure Counsel Services. if the Bonds are authorized at the Bond Election, for the services of Attorneys as Bond Counsel on each series of Bonds the District will pay Attorneys a fee in accordance with the following schedule:

1/2 of 1% of the first \$5 million of Bonds, plus
1/4 of 1% of the next \$5 million of Bonds, plus
1/8% of the remaining principal amount of Bonds

If the Bonds are authorized at the Bond Election, for the services of Attorneys as Disclosure Counsel on each series of Bonds the District will pay Attorneys a flat fee of \$25,000; provided that if any series of Bonds is sold concurrently with bonds authorized by the Santa Cruz City Elementary School District, such issues shall be treated as a single issue for purposes of computing the Disclosure Counsel fee. The District shall reimburse Attorneys for out of pocket costs in an amount not to exceed \$2,500 per series, not including the cost of legal publication, if any. *Payment of said fees and expenses is entirely contingent upon the successful issuance of the Bonds by the District.*

Section 4. Term of Agreement. This Agreement shall remain in effect and shall be binding on the District and Attorneys until all of the Bonds have been issued.

Section 5. Responsibilities of the District. The District will cooperate with Attorneys and furnish Attorneys with certified copies of all proceedings taken by the District, or other deemed necessary by Attorneys to render an opinion upon the validity of the proceedings. Attorneys are not responsible for costs and expenses incurred incidental to the actual issuance and delivery of the Bonds, including the cost of preparing certified copies of proceedings required by Attorneys in connection with the issuance of the Bonds, the cost of financial advisory services, printing and publication costs.

Section 6. Independent Contractor. Attorneys will act as an independent contractor in performing the services required under this Agreement, and under no

circumstances shall Attorneys be considered an agent, partner, or employee of the District.

Section 7. Liability Insurance. Attorneys must maintain at their own expense at all times during the term of this Agreement policies of insurance, acceptable to the District, covering its workers' compensation injuries, public liability and professional liability.

Section 8. Assignment. Attorneys may not assign their rights or delegate their obligations under this Agreement, in whole or in part, except with the prior written consent of the District.

IN WITNESS WHEREOF, the District and Attorneys have executed this Agreement as of the date first above written.

**SANTA CRUZ CITY HIGH SCHOOL
DISTRICT**

Authorized Officer

**JONES HALL, A PROFESSIONAL LAW
CORPORATION**



President

SANTA CRUZ CITY SCHOOLS

AGENDA ITEM: Use of Piggybackable Office/Classroom Supplies Contract

MEETING DATE: August 17, 2016

FROM: Patrick K. Gaffney, Asst. Supt. Business Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Authorization to use the Piggybackable Office/Classroom Supplies Contract, RFP # 002-08-15 pursuant to Public Contract Code Section 20118 and 20652 awarded to Palace Business Solutions located in Santa Cruz, CA by Pajaro Valley Unified School District.

BACKGROUND:

Santa Cruz City Schools is able to secure better pricing on materials and supplies when we are able to utilize piggybackable contracts, and other cooperative purchasing agreements.

ANALYSIS:

The ability to utilize piggybackable bids/contracts saves the district time and money when making purchases. The processing time of creating/awarding a bid can run in excess of ninety (90) days.

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 9.12

Date: October 14, 2015

Item: Award of Contract for Office/Classroom Supplies, RFP # 002-08-15

Overview: Purchasing Services has completed a competitive process for the purchase and direct delivery of office/classroom supplies. The Request for Proposals (RFP) required that bidders;

1. Provide information on service factors, including capabilities in the areas of cost containment, customer service, on-line ordering, product handling and references
2. Provide fixed pricing on a list of 402 specific items with specific quantities ("Contract A" items)
3. Provide a stated discount percentage off items found in their Full Line Office/Classroom Supply Catalog and submit with the bid. ("Contract B" items)

The District mailed the RFP to six (6) prospective vendors. Only one (1) proposal was received. This contract will be available for up to three (3) consecutive years. Purchasing Services department review team consisting of the PVUSD Director of Purchasing and Safety and the PVUSD Senior Buyer evaluated each proposal for accuracy and consistency including product quality, price and service. This RFP does not hinder the district from getting pricing and product from other vendors but locks in pricing for commonly used items for the term of the contract.

As in the past, the proposal has a piggyback clause that many other non-profit organizations have taken advantage of. Organizations that purchase off of the PVUSD Contract for Office/Classroom Supplies RFP:

Soquel Elementary School District
Santa Cruz City Schools
Live Oak School District
Scotts Valley USD
San Lorenzo Valley USD
City of Santa Cruz
Cabrillo College
Santa Cruz County Office of Education

Approval of this contract will give other non-profit organizations the opportunity to use PVUSD Contract pricing.

The RFP was awarded 60% on price, 40% on service.

Recap Palace Office Solutions

- 1) Service Evaluation Score: 92% (36.9 out of 40 possible points)
- 2) Price Contract A, Contract Items \$464,159.47 (represents an average 1% decrease from 2012 award.)
- 3) Price Contract B, Catalog Items: 49.9 % Average % Discount off MSRP

2016



Date _____
 School/Dept _____
 Requested By _____
 Site Manager _____

Subtotal \$ -
 Tax \$ -
 Total \$ -

Special Instructions

Questions? - Call Palace: (831) 476-3815 Joanne ext. 321 or Tom ext.310 email: tom@gopalace.com

Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE

Purchase Order Number

Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price
		ADDING MACHINE TAPE						
	UNV35715	Adding Machine Tape	Pack (12)	White	2.25"x150"	Universal	\$ 6.05	\$ -
		BATTERIES						
	RAYA16042	9 Volt Batteries	Pack (2)		9Volt	Rayovac	\$4.99	\$ -
	IVR11008	AA Batteries	Pack (8)		AA	Innovera	\$2.49	\$ -
	IVR11108	AAA Batteries	Pack (8)		AAA	Innovera	\$2.39	\$ -
	IVR22012	C Batteries	Pack (12)		C	Innovera	\$6.99	\$ -
	IVR33012	D Batteries	Pack (12)		D	Innovera	\$8.99	\$ -
		BINDERS: 3-RING						
	WLJ38834NG	1-1/2" Inch Binder, 11X8.5 Vinyl	Each (1)	Green	1.5"	Wilson Jones	\$2.19	\$ -
	UNV33401	1-1/2" Inch Ring Binder 11X8.5	Each (1)	Black	1.5"	Universal	\$1.89	\$ -
	UNV33402	1-1/2" Inch Ring Binder 11X8.5	Each (1)	Royal Blue	1.5"	Universal	\$1.89	\$ -
	UNV31401	1" Inch Ring Binder 11X8.5	Each (1)	Black	1"	Universal	\$1.19	\$ -
	UNV31402	1" Inch Ring Binder 11X8.5	Each (1)	Royal Blue	1"	Universal	\$1.19	\$ -
	UNV20952	1/2" Inch View Binder, 11X8.5	Each (1)	White	.5"	Universal	\$1.39	\$ -
	UNV20962	1" Inch View Binder, 11X8.5	Each (1)	White	1"	Universal	\$1.34	\$ -
	UNV20972	1-1/2" Inch View Binder, 11X8.5	Each (1)	White	1.5"	Universal	\$1.79	\$ -
	UNV20982	2" Inch View Binder, 11X8.5	Each (1)	White	2"	Universal	\$1.99	\$ -
	UNV20992	3" Inch View Binder, 11X8.5	Each (1)	White	3"	Universal	\$2.99	\$ -
		BINDER INDEX: 5-TAB DIVIDER						
	UNV21871	5-tab Divider, Buff	Set (6)	Clear		Universal	\$ 1.74	\$ -
		BINDER PENCIL BAG						
	OXF68599	Zipper Pocket Pencil Bag	Each (1)	Clear	9.5"x6"	Esselte	\$ 1.99	\$ -
		BOXES: File Storage						
	FEL0070301P	Storage Box, Letter/Legal	Pack (12)	White	Ltr/Lgl	Fellowes	\$ 21.48	\$ -
	UNV65521	Heavy Duty, Storage Box, Letter/Legal	Pack (12)	Wood Grain	Ltr/Lgl	Universal	\$ 29.88	\$ -
		CALCULATOR						
	TEXTI503SV	Pocket Calculator 8-Digit LCD	Each (1)	8 Digit	Pocket	Texas Inst	\$3.19	\$ -
		CD-R / Flash Drive						
	TRNTS32GJF790K	USB Flash Drive	Each (1)	Red	32GB	Transcend	\$13.99	\$ -
	IVR77950	CD-R 700 MB/80min	Pack (50)	700 MB	80 min	Innovera	\$11.99	\$ -
		CHALK: Dustless						
	SART224132	Drawing Chalk, Assorted Colors, Better	Box (12)	12 Colors	3 1/4x 3/8	Sargent	\$1.49	\$ -
	DIX31344	Drawing Chalk, Yellow	Box (12)	Yellow	3 1/4x 3/8	Prang	\$0.26	\$ -
	DIX61400	Drawing Chalk, Assorted Colors, Good	Box (12)	12 Colors	3 1/4x 3/8	Prang	\$0.49	\$ -
	DIX31144	Drawing Chalk, White	Box (12)	White	3 1/4x 3/8	Prang	\$0.40	\$ -
		CLAY						
	DIX00740	Modeling Clay Sticks	Box (4)	Bl/Gr/Rd/Ye	1lb	Prang	\$1.29	\$ -

Questions? - Call Palace: (831) 476-3815 Joanne ext. 321 or Tom ext.310 email: tomu@gopalace.com Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
		CLIPS: Binder and Butterfly							
	UNV10199	Binder Clip, Mini	Pack (12)	Black	Mini	Universal	\$ 0.23	\$ -	
	UNV10200	Binder Clip, Small	Pack (12)	Black	Small	Universal	\$ 0.23	\$ -	
	UNV10210	Binder Clip, Medium	Pack (12)	Black	Medium	Universal	\$ 0.59	\$ -	
	UNV10220	Binder Clip, Large	Pack (12)	Black	Large	Universal	\$ 1.39	\$ -	
	LEO401	Butterfly Clip	Box (12)	Silver	Large	C-Leo	\$ 0.79	\$ -	
		CLIPS: Paper Clips							
	UNV72210	Paper Clip, Standard #1	Box (1000)	Silver	Standard	Universal	\$1.45	\$ -	
	UNV72220	Paper Clip, Jumbo	Box (1000)	Silver	Jumbo	Universal	\$3.90	\$ -	
		CLIPBOARD: Hard board							
	UNV05610	Clipboard, Memo	Each (1)	Brown	6"x9"	Universal	\$ 0.79	\$ -	
	UNV40304	Clipboard, Letter	Each (1)	Brown	8.5"x11"	Universal	\$ 0.79	\$ -	

Questions? - Call Palace: (831) 476-3815 Joanne ext. 321 or Tom ext.310 email: tomu@gopalace.com									
Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
		COMPASS: Safety Tip, Includes Pencil							
	LEO08370	Safety Point Plastic Compass	Each (1)	Blue	Plastic	C-Leo	\$ 0.79	\$ -	
		COMPOSITION BOOKS: Wide Ruled							
	PGN10200	Soft Cover, 40 shts	Pack (12)	Yellow	8"x10"	Roaringsprings	\$ 4.99	\$ -	
	PGN10100	Hard Cover, 100 shts	Each (1)	Blk Marble	8"x10"	Roaringsprings	\$ 0.79	\$ -	
	MEA09910	Heavy Duty, 100 shts	Each (1)	Blk Marble	7.5"x9.75"	Mead	\$ 1.39	\$ -	
		CRAYONS							
	DIX00000	Crayons, Regular Size	Box (8)	8 Colors	Regular	Prang	\$ 0.29	\$ -	
	DIX00900	Crayons, Large Size	Box (8)	8 Colors	Large	Prang	\$ 0.79	\$ -	
	CYO523008	Crayons, Regular, Crayola (New)	Box (8)	8 Colors	Regular	Binny	\$ 0.57	\$ -	
		CORRECTION PEN & TAPE							
	PAP5620115	Correction Pen, with pocket clip	Each (1)	White	6.8 ml	Papermate	\$ 1.99	\$ -	
	UNV75602	Correction Tape, Two-Way Dispenser	Pack (2)	White	5mmx12m	Universal	\$ 1.49	\$ -	
		DISPLAY BOARD: Corrugated Project Board - Science Project Board							
	PAC3763	Presentation Board	Pack (24)	White	48"x36"	Pacon	\$45.00	\$ -	
		EASEL PADS							
	PGN07501	Plain Easel Pad, No-Stick, 50/pad	Pack (2)	White	27"x34"	Esselte	\$ 12.95	\$ -	
	PGN07502	1" Graph Paper Easel Pad, 50/pad	Pack(2)	White	27"x34"	Esselte	\$ 12.99	\$ -	
	UNV35603	Self-stick Easel Pad, 30/pad	Pack (2)	White	25"x30"	Universal	\$ 29.99	\$ -	
		ENVELOPES							
	UNV35261	Clasp Envelope	Box (100)	Kraft	6.5"x9.5"	Universal	\$ 6.99	\$ -	
	UNV35264	Clasp Envelope	Box (100)	Kraft	9"x12"	Universal	\$ 6.69	\$ -	
	UNV35267	Clasp Envelope	Box (100)	Kraft	10"x13"	Universal	\$ 8.40	\$ -	
	UNV35270	Clasp Envelope	Box (100)	Kraft	12"x15.5"	Universal	\$ 11.99	\$ -	
		ERASERS							
	SAN73028	Artgum Eraser	Box (24)	Gum	1"x1"x1"	Sanford	\$ 7.25	\$ -	
	BAZ2229	Peel-Away Whiteboard Eraser	Each (1)	Black	5"x1.75"x1"	Bazic	\$ 1.09	\$ -	
	UNV43663	Eraser, Dry Erase, Bk	Each	Black	5"x1.75"x1"	Universal	\$ 1.49	\$ -	
	DIX38920	Pink Wedge Eraser	Pack (12)	Pink	Small	Dixon	\$ 1.68	\$ -	
	DIX38900	Pink Wedge Eraser	Pack (12)	Pink	Medium	Dixon	\$ 2.40	\$ -	
	PENZE22A	Click Pencil-style, refillable	Each (1)	Black		Pentel	\$ 1.29	\$ -	
	BAZ2206	Eraser, Pink Pencil Top, Pk/20	Pack (20)	Pink		Bazic	\$ 0.60	\$ -	
		FASTENERS							
	LEO3R	Fasteners Round Head	Box (100)	Brass	3/4 inch	C-Leo	\$ 0.79	\$ -	
	LEO4RBP	Fasteners Round Head	Box (100)	Brass	1 inch	C-Leo	\$ 0.95	\$ -	
	UNV81002	Prong Fasteners, 2pc	Box (50)	Silver	2" Cap	Universal	\$ 1.39	\$ -	
		FAX MACHINE: Intellifax 2920, High Speed Laser Fax							
	BRITN350	Fax Toner	Each (1)			Brother	\$ 51.99	\$ -	
		FILE FOLDERS							
	UNV12113	File Folders 1/3 cut	Box (100)	Manila	Letter	Universal	\$ 5.00	\$ -	
	UNV15110	File Folders 1/3 cut	Box (100)	Manila	Legal	Universal	\$ 10.99	\$ -	
	UNV14115	Hanging File 1/5 cut	Box (25)	Green	Letter	Universal	\$ 4.99	\$ -	
		GLITTER							
	LEO41700	Glitter Shaker Bottle	Each (1)	Asst	0.75 oz	C-Leo	\$ 0.49	\$ -	
	LEO41715	Glitter Shaker Bottle	Each (1)	Blue	0.75 oz	C-Leo	\$ 0.49	\$ -	

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Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
	LEO41770	Glitter Shaker Bottle	Each (1)	Gold	0.75 oz	C-Leo	\$ 0.49	\$ -	
	LEO41725	Glitter Shaker Bottle	Each (1)	Green	0.75 oz	C-Leo	\$ 0.49	\$ -	
	LEO41730	Glitter Shaker Bottle	Each (1)	Red	0.75 oz	C-Leo	\$ 0.49	\$ -	
	LEO41745	Glitter Shaker Bottle	Each (1)	Silver	0.75 oz	C-Leo	\$ 0.49	\$ -	
		GLUE: White Glue All							
	LEO38004	White All Purpose Glue, Sml	Each (1)	White	4 oz	C-Leo	\$ 0.59	\$ -	
	LEO38008	White All Purpose Glue, Med	Each (1)	White	8 oz	C-Leo	\$ 0.89	\$ -	
	BORE1326NR	Elmer's Glue, Large	Each (1)	White	Gallon	Elmer's	\$ 9.99	\$ -	
		GLUE PEN							
	LEO94750	Glue Pen, Roll-On	Each (1)	Clear	1.69 oz	C-Leo	\$ 0.65	\$ -	
	BAZ2028	Glue Pen, 3/pk	Pack (3)	Clear	1.60oz	Bazic	\$ 0.87	\$ -	

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Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	Purchase Order Number
	DIX49899	Glue Pen, Roll-On, Better	Each (1)	Green	1.69 oz	Prang	\$ 1.19	\$ -	
		GLUE STICKS							
	LEO95128	Glue Stick, Clear, Small, Economy	Pack (12)	Clear	0.28 oz	C-Leo	\$ 1.99	\$ -	
	UNV75748	Glue Stick, Dries Clear, Small	Pack (12)	Clear	0.28 oz	Universal	\$ 3.29	\$ -	
	UNV75750	Glue Stick, Dries Clear, Medium	Pack (12)	Clear	0.74 oz	Universal	\$ 5.88	\$ -	
	LEO95130	Glue Stick, Dries Clear, Large	Pack (12)	Clear	1.30 oz	Universal	\$ 6.99	\$ -	
	AVE000166	Permanent Glue Stick	Each (1)	Clear	0.26 oz	Avery	\$ 0.44	\$ -	
	EPIE543	Elmer's Glue Stick, Small	Pack (4)	Purple	0.24 oz	Elmer's	\$ 1.99	\$ -	
	EPIE555	Elmer's Glue Stick, Small	Pack (30)	Purple	0.24 oz	Elmer's	\$ 9.99	\$ -	
		HAND SANITIZER: Small Bottles, Gel (large bottles of foam and spray in Stores Catalog)							
	GOJ960624	Hand Sanitizer, Pocket 2oz	Pack (24)		2 oz	Purell	\$ 45.99	\$ -	
	GOJ965212EA	Hand Sanitizer, Desktop 8oz	Each (1)		8 oz	Purell	\$ 3.79	\$ -	
		INDEX CARDS							
	OXF40	Index Card, Plain 4X6	Pack (100)	White	4"x6"	Oxford	\$0.79	\$ -	
	OXF41	Index Card, Ruled 4X6	Pack (100)	White	4"x6"	Oxford	\$0.79	\$ -	
	OXF50	Index Card, Plain 5X8	Pack (100)	White	5"x8"	Oxford	\$1.02	\$ -	
	OXF51	Index Card, Ruled 5X8	Pack (100)	White	5"x8"	Oxford	\$1.02	\$ -	
	OXF31	Index Card, Ruled 3X5	Pack (100)	White	3"x5"	Oxford	\$0.39	\$ -	
	OXF30	Index Card, Plain 3 X 5	Pack (100)	White	3"x5"	Oxford	\$0.39	\$ -	
		LABELS							
	UNV80102	Laser Address Labels, 3 rows of 10	Box (3000)	White	1"x2-5/8"	Universal	\$ 6.49	\$ -	
	AVE5168	Laser Mailing Labels, 2 rows of 2	Box (400)	White	3.5"x5"	Avery	\$ 24.99	\$ -	
		NAME BADGES							
	LEO93510	Name Badge, Blue Border	Box (100)	Blue Border		C-Leo	\$ 1.54	\$ -	
		NOTEBOOKS: Spiral, One Subject, 3-Hole Punched, 70 Sheets							
	PGN10205	Wide Ruled Notebook	Each (1)	Assorted	8.5"x10.5"	Tops	\$ 0.59	\$ -	
	ESS25411	College Ruled Notebook	Each (1)	Assorted	8.5"x11"	Esselte	\$ 1.49	\$ -	
		NOTEBOOKS: Steno Books							
	MEA43080	Spell Write, Steno Book, 80 shts	Pack (12)	Green	6"x9"	Mead	\$ 8.28	\$ -	
		NOTEPADS: 50 Sheets/Pad							
	UNV46200	Notepad, Ruled, Perforated	Pack (12)	Canary	5"x8"	Universal	\$ 4.99	\$ -	
	UNV10630	Notepad, Ruled, Perforated	Pack (12)	Canary	8.5"x11"	Universal	\$ 6.99	\$ -	
		PAINT: TEMPERA, Art Quality							
	CCPBT5000	Tempera Paint	Each (1)	Black	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5010	Tempera Paint	Each (1)	Blue	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5015	Tempera Paint	Each (1)	Brown	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5020	Tempera Paint	Each (1)	Green	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5035	Tempera Paint	Each (1)	Magenta	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5050	Tempera Paint	Each (1)	Orange	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5040	Tempera Paint	Each (1)	Red	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5045	Tempera Paint	Each (1)	Turquoise	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5055	Tempera Paint	Each (1)	Violet	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5060	Tempera Paint	Each (1)	White	16 oz	Captian Creative	\$ 1.55	\$ -	
	CCPBT5065	Tempera Paint	Each (1)	Yellow	16 oz	Captian Creative	\$ 1.55	\$ -	
		PAINT: TEMPERA, Washable Tempera for K-3 or where lighter color is acceptable							

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Purchase Order Number									
QTY	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
	CCP900016	Tempera Paint	Each (1)	Black	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP901016	Tempera Paint	Each (1)	Blue	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP901516	Tempera Paint	Each (1)	Brown	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP902016	Tempera Paint	Each (1)	Green	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP903516	Tempera Paint	Each (1)	Magenta	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP905016	Tempera Paint	Each (1)	Orange	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP904016	Tempera Paint	Each (1)	Red	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP904516	Tempera Paint	Each (1)	Turquoise	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP905516	Tempera Paint	Each (1)	Violet	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP906016	Tempera Paint	Each (1)	White	16 oz	Captian Creative	\$ 1.70	\$ -	
	CCP906516	Tempera Paint	Each (1)	Yellow	16 oz	Captian Creative	\$ 1.70	\$ -	

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Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
		PAINT: WATERCOLORS, Semi-moist ovals in tray with brush							
	DIX00800	Watercolors, Art Quality	Each (1)	8 Colors		Prang	\$ 2.29	\$ -	
	DIX80525	Watercolors, Washable (light)	Each (1)	8 Colors		Prang	\$ 1.45	\$ -	
		PAPER: 3-Hole Punched, Ruled Paper with Margin (Binder Paper, Essay Paper, Filler Paper)							
	PGN10402	College Ruled Binder Paper	Pack (200)	White	8.5"x11"	Rosell	\$ 1.79	\$ -	
	PAC2402	Wide Ruled Binder Paper	Pack (500)	White	8.5"x11"	Pacon	\$ 3.49	\$ -	
		PAPER: CONSTRUCTION PAPER, Tru-Ray							
	PAC103031	Construction Paper	Pack (50)	Assorted	9"x12"	Pacon	\$ 1.40	\$ -	
	PAC103029	Construction Paper	Pack (50)	Black	9"x12"	Pacon	\$ 1.19	\$ -	
	PAC103022	Construction Paper	Pack (50)	Blue	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103016	Construction Paper	Pack (50)	Slate Blue	9"x12"	Pacon	\$ 1.29	\$ -	
	PAC103025	Construction Paper	Pack (50)	Brown	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103006	Construction Paper	Pack (50)	Festive Grn	9"x12"	Pacon	\$ 1.49	\$ -	
	PAC102960	Construction Paper	Pack (50)	Holiday Grn	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103423	Construction Paper	Pack (50)	Lime Green	9"x12"	Pacon	\$ 1.49	\$ -	
	PAC103002	Construction Paper	Pack (50)	Orange	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103012	Construction Paper	Pack (50)	Pink	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC102993	Construction Paper	Pack (50)	Holiday Red	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103009	Construction Paper	Pack (50)	Violet	9"x12"	Pacon	\$ 1.39	\$ -	
	PAC103004	Construction Paper	Pack (50)	Yellow	9"x12"	Pacon	\$ 1.29	\$ -	
	PAC103026	Construction Paper	Pack (50)	White	9"x12"	Pacon	\$ 1.19	\$ -	
	PAC103063	Construction Paper	Pack (50)	Assorted	12"x18"	Pacon	\$ 2.79	\$ -	
	PAC103061	Construction Paper	Pack (50)	Black	12"x18"	Pacon	\$ 2.19	\$ -	
	PAC103054	Construction Paper	Pack (50)	Blue	12"x18"	Pacon	\$ 2.59	\$ -	
	PAC103048	Construction Paper	Pack (50)	Sky Blue	12"x18"	Pacon	\$ 2.30	\$ -	
	PAC103056	Construction Paper	Pack (50)	Dk Brown	12"x18"	Pacon	\$ 2.39	\$ -	
	PAC103057	Construction Paper	Pack (50)	Wm Brown	12"x18"	Pacon	\$ 2.39	\$ -	
	PAC103059	Construction Paper	Pack (50)	Gray	12"x18"	Pacon	\$ 2.39	\$ -	
	PAC103038	Construction Paper	Pack (50)	Green	12"x18"	Pacon	\$ 2.80	\$ -	
	PAC103425	Construction Paper	Pack (50)	Lime Gr	12"x18"	Pacon	\$ 2.69	\$ -	
	PAC103047	Construction Paper	Pack (50)	lt Green	12"x18"	Pacon	\$ 2.59	\$ -	
	PAC103050	Construction Paper	Pack (50)	Lilac	12"x18"	Pacon	\$ 2.30	\$ -	
	PAC103034	Construction Paper	Pack (50)	Orange	12"x18"	Pacon	\$ 2.40	\$ -	
	PAC103044	Construction Paper	Pack (50)	Pink	12"x18"	Pacon	\$ 2.49	\$ -	
	PAC103062	Construction Paper	Pack (50)	Red	12"x18"	Pacon	\$ 2.39	\$ -	
	PAC103039	Construction Paper	Pack (50)	Turquoise	12"x18"	Pacon	\$ 2.60	\$ -	
	PAC103041	Construction Paper	Pack (50)	Violet	12"x18"	Pacon	\$ 2.40	\$ -	
	PAC103058	Construction Paper	Pack (50)	White	12"x18"	Pacon	\$ 2.46	\$ -	
	PAC103036	Construction Paper	Pack (50)	Yellow	12"x18"	Pacon	\$ 2.39	\$ -	
		PAPER: DRAWING PAPER							
	PAC004109	Drawing Paper	Pack (500)	Manilla	9"x12"	Pacon	\$ 5.99	\$ -	
	PAC4809	Premium Drawing Paper	Ream (500)	White	9"x12"	Pacon	\$ 9.49	\$ -	
	PAC4812	Premium Drawing Paper	Ream (500)	White	12"x18"	Pacon	\$ 16.99	\$ -	
		PAPER: ROLLS of ART PAPER, Flame Retardant Rolls for Bulletin Boards							
	PAC101209	Art Paper Roll, for Bulletin Boards	Roll (1)	Black	36"x1000'	Pacon	\$ 86.99	\$ -	

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Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
	PAC101206	Art Paper Roll, for Bulletin Boards	Roll (1)	Blue	36"x1000'	Pacon	\$ 82.99	\$ -	
	PAC101205	Art Paper Roll, for Bulletin Boards	Roll (1)	Sky Blue	36"x1000'	Pacon	\$ 84.40	\$ -	
	PAC101202	Art Paper Roll, for Bulletin Boards	Roll (1)	Green	36"x1000'	Pacon	\$ 85.99	\$ -	
	PAC101204	Art Paper Roll, for Bulletin Boards	Roll (1)	Pink	36"x1000'	Pacon	\$ 81.99	\$ -	
	PAC101203	Art Paper Roll, for Bulletin Boards	Roll (1)	Red	36"x1000'	Pacon	\$ 83.99	\$ -	
	PAC101208	Art Paper Roll, for Bulletin Boards	Roll (1)	White	36"x1000'	Pacon	\$ 64.99	\$ -	
	PAC101201	Art Paper Roll, for Bulletin Boards	Roll (1)	Yellow	36"x1000'	Pacon	\$ 77.99	\$ -	

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Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	Purchase Order Number
		PAPER: RULED NEWSPRINT							
	PAC2603	Newsprint, ruled 3/8" short	Pack (500)	White	8.5"x11"	Pacon	\$ 3.69	\$ -	
	PAC2631	Newsprint, Gr 1, ruled 1", skip space, 1/2" broken line, long	Pack (500)	White	11"x8.5"	Pacon	\$ 2.98	\$ -	
	PAC2635	Newsprint, Gr 2, ruled 3/4", skip space, 3/8" broken line, long	Pack (500)	White	11"x8.5"	Pacon	\$ 3.25	\$ -	
	PAC2637	Newsprint, Gr 3, ruled 1/2", skip space, 1/4" broken line, long	Pack (500)	White	11"x8.5"	Pacon	\$ 2.99	\$ -	
	PAC2623	Newsprint, Gr 3, ruled 1/2", no skip space, 1/4" broken line, long	Pack (500)	White	11"x8.5"	Pacon	\$ 3.99	\$ -	
		PAPER: TAGBOARD							
	PAC5111	Tagboard Paper, blank	Pack (100)	Manila	9"x12"	Pacon	\$ 3.49	\$ -	
	PAC5114	Tagboard Paper, blank	Pack (100)	Manila	12"x18"	Pacon	\$ 5.99	\$ -	
	PAC5157	Ruled Sentence Strips	Pack (100)	Manila	3"x24"	Pacon	\$ 1.89	\$ -	
		PAPER: SPECTRA ART TISSUE PAPER							
	PAC58506	Tissue Paper	Pack (20)	20 Colors	20"x30"	Pacon	\$ 2.09	\$ -	
		PAPER PUNCH: 3-Hole Punch, 10 Sheet Capacity							
	UNV74323	Paper Punch	Each (1)	Black		Universal	\$ 4.29	\$ -	
	PENPHN36	PASTELS: Oil Pastels Set with Case	Set (36)	36 Colors		Pentel	\$ 2.99	\$ -	
		PENCILS: ART							
	DIX22120	Color Pencil Set	Set (12)	12 Colors	7"	Prang	\$ 1.55	\$ -	
	SAR227224	Color Pencil Set	Box (24)	24 Colors	7"	Sargent	\$ 2.59	\$ -	
		PENCILS: w/ Erasers							
	DIX13882	Standard No.2 Pencil	Pack (12)	Graphite		Ticonderoga	\$ 1.49	\$ -	
	DIX13304	Intermediate Pencil (faster)	Pack (12)	Graphite	11/32"	Ticonderoga	\$ 2.99	\$ -	
	DIX13308	Beginners Pencil (fastest)	Pack (12)	Graphite	13/32"	Ticonderoga	\$ 3.09	\$ -	
	LEO65015	Blue Checking Pencil	Pack (12)	Blue		C-Leo	\$ 2.09	\$ -	
	LEO65030	Red Checking Pencil	Pack (12)	Red		C-Leo	\$ 2.09	\$ -	
		PENCIL SHARPENERS							
	OIC30240	Plastic Handheld for Pencils and Crayons	Each (1)	Red		Officemate	\$ 1.29	\$ -	
	EP11001	Hand Crank, Multi-Size Holes	Each (1)	Ranger 55		Xacto	\$ 21.99	\$ -	
	BOSEP58HDBLK	Electric, Single Hole (New)	Each (1)	Pro Electric		Bostitch	\$ 16.49	\$ -	
	BOSEP510HC	Electric, Multi-Size Holes (New)	Each (1)	Super-Pro		Bostitch	\$ 26.49	\$ -	
	BOSEP512HC	Electric, Multi-Size Holes (New)	Each (1)	Powerhouse		Bostitch	\$ 59.99	\$ -	
		PENS: ART MARKERS							
	DIX80128	Watercolor Art Markers	Set (8)	8 Colors	Conical Pt	Dixon	\$ 1.79	\$ -	
	CYO587712	Non-washable Art Markers	Set (12)	12 Colors	Broad Pt	Crayola	\$ 2.78	\$ -	
	SAN1905069	Scented Markers	Set (12)	12 Colors		Mr Sketch	\$ 6.19	\$ -	
		PENS: BALLPOINT, Medium Point							
	BICGSM11BK	Econo Pen	Pack (12)	Black	1.2mm	Bic	\$ 0.99	\$ -	
	BICGSM11BE	Econo Pen	Pack (12)	Blue	1.2mm	Bic	\$ 0.99	\$ -	
	BICGSM11RD	Econo Pen	Pack (12)	Red	1.2mm	Bic	\$ 1.20	\$ -	
	PENBK91A	RSVP® Pen	Pack (12)	Black	1.0mm	Pentel	\$ 4.99	\$ -	

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Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
	BICVLG11BK	Velocity® Retractable Pen	Pack (12)	Black	Med Pt	Bic	\$ 5.99	\$ -	
	BICVLG11BE	Velocity® Retractable Pen	Pack (12)	Blue	Med Pt	Bic	\$ 5.99	\$ -	
	BICVLG11RD	Velocity® Retractable Pen	Pack (12)	Red	Med Pt	Bic	\$ 5.99	\$ -	
	PIL36100	Dr. Grip Retractable Pen, Ergo	Each (1)	Black	1.0mm	Pilot	\$ 5.69	\$ -	
		PENS: FELT, Fine Tip							
	LQ11201	Fine Tip Felt Pen	Pack (12)	Black	.85mm	Liquimark	\$ 3.99	\$ -	
	LQ11203	Fine Tip Felt Pen	Pack (12)	Blue	.85mm	Liquimark	\$ 3.99	\$ -	
	LQ11204	Fine Tip Felt Pen	Pack (12)	Green	.85mm	Liquimark	\$ 3.99	\$ -	
	LQ11207	Fine Tip Felt Pen	Pack (12)	Red	.85mm	Liquimark	\$ 3.99	\$ -	

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Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Qty	Stock #	Description	QTY/Unit	Color	Size	Brand	Unit \$	Total Price	Purchase Order Number
		PENS: HIGHLIGHTER MARKERS							
	UNV08850	Highlighter, Slender w/Pocket Clip	Set (5)	5 Colors	Chisel Tip	Universal	\$ 1.59	\$ -	
	UNV08860	Highlighter, Tank Style Accent Pen	Set (6)	6 Colors	Chisel Tip	Universal	\$ 2.05	\$ -	
	UNV08861	Highlighter, Tank Style Accent Pen	Pack (12)	Yellow	Chisel Tip	Universal	\$ 2.99	\$ -	
		PENS: OVERHEAD MARKERS							
	DIX88240	Vis-Aid Overhead Marker	Set (4)	4 Colors	Fine Pt	Dixon	\$ 2.49	\$ -	
	DIX88248	Vis-Aid Overhead Marker	Set (8)	8 Colors	Fine Pt	Dixon	\$ 4.99	\$ -	
	DIX88127	Vis-Aid Overhead Marker	Pack (12)	Black	Fine Pt	Dixon	\$ 5.99	\$ -	
	DIX88128	Vis-Aid Overhead Marker	Pack (12)	Blue	Fine Pt	Dixon	\$ 5.99	\$ -	
	DIX88124	Vis-Aid Overhead Marker	Pack(12)	Green	Fine Pt	Dixon	\$ 5.99	\$ -	
	DIX88121	Vis-Aid Overhead Marker	Pack (12)	Red	Fine Pt	Dixon	\$ 5.99	\$ -	
		PENS: PERMANENT MARKERS							
	SAN30074	Sharpie Permanent Marker	Set (4)	4 Colors	Fine Pt	Sanford	\$ 2.83	\$ -	
	SAN30078	Sharpie Permanent Marker	Set (8)	8 Colors	Fine Pt	Sanford	\$ 5.39	\$ -	
	SAN30001	Sharpie Permanent Marker	Each (1)	Black	Fine Pt	Sanford	\$ 0.65	\$ -	
		PENS: POSTER/CHART MARKERS							
	LIQ81201	Watercolor Chart Marker	Box (12)	Black	Chisel Pt	LiquiMark	\$ 2.99	\$ -	
	LIQ81203	Watercolor Chart Marker	Box (12)	Dark Blue	Chisel Pt	LiquiMark	\$ 2.99	\$ -	
	LIQ81204	Watercolor Chart Marker	Box (12)	Green	Chisel Pt	LiquiMark	\$ 2.99	\$ -	
	LIQ81207	Watercolor Chart Marker	Box (12)	Red	Chisel Pt	LiquiMark	\$ 2.99	\$ -	
		PENS: ROLLERBALL, Fine Point							
	SAN60143	Uni-ball Onyx Pen	Pack (12)	Black	.77mm	Sanford	\$ 4.99	\$ -	
	SAN60145	Uni-ball Onyx Pen	Pack (12)	Blue	.77mm	Sanford	\$ 4.99	\$ -	
	SAN60144	Uni-ball Onyx Pen	Pack (12)	Red	.77mm	Sanford	\$ 4.99	\$ -	
		PENS: WHITEBOARD MARKERS							
	BICDEC11BK	Bic Dry Erase Marker	Pack (12)	Black	Chisel Pt	Bic	\$ 9.29	\$ -	
	BICDEC11BE	Bic Dry Erase Marker	Pack (12)	Blue	Chisel Pt	Bic	\$ 9.29	\$ -	
	BICDEC11GN	Bic Dry Erase Marker	Pack (12)	Green	Chisel Pt	Bic	\$ 9.29	\$ -	
	BICDEC11RD	Bic Dry Erase Marker	Pack (12)	Red	Chisel Pt	Bic	\$ 9.29	\$ -	
	BICDECP41ASST	Bic Dry Erase Marker	Set (4)	ASST	Chisel Pt	Bic	\$ 2.99	\$ -	
	BICGDEMP41ASST	Bic Dry Erase Marker Rubber Grip Low Odor	Set (4)	4 Colors	Chisel Pt	Bic	\$ 2.39	\$ -	
	BICGDEM11BK	Bic Dry Erase Marker Rubber Grip Low Odor	Pack (12)	Black	Chisel Pt	Bic	\$ 6.59	\$ -	
	BICGDEM11BE	Bic Dry Erase Marker Rubber Grip Low Odor	Pack (12)	Blue	Chisel Pt	Bic	\$ 6.59	\$ -	
	BICGDEM11GN	Bic Dry Erase Marker Rubber Grip Low Odor	Pack (12)	Green	Chisel Pt	Bic	\$ 6.59	\$ -	
	BICGDEM11RD	Bic Dry Erase Marker Rubber Grip Low Odor	Pack (12)	Red	Chisel Pt	Bic	\$ 6.59	\$ -	
	UNV43663	Foam Whiteboard Eraser	Each (1)	Black	6" Wide	Universal	\$ 1.39	\$ -	
	DIX94008	Whiteboard Spray Cleaner	Each (1)		8 oz	Dixon	\$ 1.95	\$ -	
		PEN/PENCIL COMBO							
	PL36101	Dr Grip Ergo Pen Blue Ink	Each (1)	Blue	1.0mm	Pilot	\$ 5.69	\$ -	
		PHONE HEADSETS, Wireless Headset System with Lifter							

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Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
	PLNCS530	Phone Headset System, Wireless Over-Ear	Each (1)	Must Add		Plantronics	\$ 219.99	\$ -	
	PLNHL10	Plantronics Handset Lifter	Each (1)	Gray		Plantronics	\$ 55.00	\$ -	
	PLN6S11602	Plantronics Light Indicator	Each (1)	Purple		Plantronics	\$ 21.00	\$ -	
		PIPE CLEANERS							
	LEO6S400	Pipe Cleaners, Chenille	Bag (100)	Asst		C-Leo	\$ 1.33	\$ -	
		POWER STRIP: Surge Protector, Swivels Flat, 6 Outlets, 6ft Cord, 1200 Joules							
	IVR71652	Power Strip	Each (1)	Ivory	6ft Cord	Innovera	\$ 9.99	\$ -	
		PROTRACTORS: Plastic, 180 Degrees, 6" Ruler							
	LEO77106	Protractor, Econo (doz)	Pack (12)	Clear	6"	C-Leo	\$ 2.64	\$ -	

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Email PALACE: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE									
Purchase Order Number									
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
PUSH PINS									
	UNV31304	Push Pins	Pack (100)	Clear	3/8 inch	Universal	\$ 0.69	\$ -	
REPORT COVERS: Two Pocket Portfolio with Prong Fasteners									
	ESS50774	Report Covers	Box (25)	Light Blue	8.5"x11"	Avery	\$ 6.99	\$ -	
	ESS50780	Report Covers	Box (25)	Dark Blue	8.5"x11"	Avery	\$ 6.99	\$ -	
	ESS50773	Report Covers	Box (25)	Green	8.5"x11"	Avery	\$ 6.99	\$ -	
	OXF57706	Report Covers	Box (25)	Black	8.5"x11"	Avery	\$ 8.99	\$ -	
	ESS50772	Report Covers	Box (25)	Red	8.5"x11"	Avery	\$ 6.99	\$ -	
RUBBER BANDS									
	ALL24325	Rubber Bands, #32	Box (4)	Beige	3"x1/8"	Alliance	\$ 2.99	\$ -	
	ALL24545	Rubber Bands, Assorted Sizes	Box (1lb)	Beige	Assorted	Alliance	\$ 5.49	\$ -	
RULERS									
	LEO77552	Wooden Ruler, 1/2" scale	Pack (12)	Wood	12"	C-Leo	\$ 2.49	\$ -	
	LEO77556	Wooden Ruler, 1/8" scale	Pack (12)	Wood	12"	C-Leo	\$ 2.29	\$ -	
	LEO77412	Plastic Double Sided, Metric & 1/8" Scale	Pack (12)	Assorted	12"	C-Leo	\$ 2.79	\$ -	
	ACM13862	Ruler 12", Non-Shatter,Clr Plastic	Each (1)	Clear	12"	Acme	\$ 0.99	\$ -	
	UNV59022	Ruler,Acrylic,Clr,12"	Each (1)	Clear	12"	Universal	\$ 0.89	\$ -	
SCISSORS: Plastic Handle w/Stainless Steel Blades									
	ACM40618	Scissors, Teacher, Sharp	Each (1)	Black	8"	Acme	\$ 1.12	\$ -	
	ACM42516	Scissors, Kids, Blunt	Each (1)	Assorted	5"	Acme	\$ 0.59	\$ -	
	ACM42515	Scissors, Kids, Pointed	Each (1)	Assorted	5"	Acme	\$ 0.59	\$ -	
STAPLERS & ACCESSORIES									
	BOSB515BK	Stapler, Standard Desktop (New)	Each (1)	Black		Bostitch	\$ 2.99	\$ -	
	SWB5108	Staples, Standard Size	Box(5000)	Silver		Swingline	\$ 0.55	\$ -	
	UNV79000	Staple Remover, Jaw Style	Box (5000)	Silver		Universal	\$ 0.54	\$ -	
	UNV10700	Staple Remover, Wand Style	Each (1)	Black		Universal	\$ 0.99	\$ -	
STICKY NOTES (Post-it Notes) and FLAGS									
	MMM6339YW	Sticky Notes, 100/pad	Pack (12)	Yellow	1.5"x2"	3M	\$ 1.25	\$ -	
	MMM6549YW	Sticky Notes, 100/pad	Pack (12)	Yellow	3"x3"	3M	\$ 2.49	\$ -	
	MMM6559YW	Sticky Notes, 100/pad	Pack (12)	Yellow	3"x5"	3M	\$ 4.45	\$ -	
	MMM6609YW	Ruled Sticky Notes	Pack (12)	Yellow	4"x6"	3M	\$ 6.99	\$ -	
	MMMR330YW	Refill for Popup 3x3 Dispenser	Pack (12)	Yellow	3"x3"	3M	\$ 5.88	\$ -	
	MMM6835CB	Post-it Flags, Assorted	Pack (100)	5 Colors	1/2"	3M	\$ 2.59	\$ -	
TACKS & PINS									
	LEO912	Thumbtacks	Box (100)	Silver	3/8 inch	Officemate	\$ 0.45	\$ -	
	UNV31304	Push Pins	Box (100)	Clear	3/8 inch	Universal	\$ 0.69	\$ -	
TAPE & DISPENSERS									
	MMM6200341296	Clear Tape, Matte, 1" core	Roll (1)	Clear	3/4"x36yd	3M	\$ 0.61	\$ -	
	MMM5910341296	Clear Tape, Cello, 1" core	Roll (1)	Clear	3/4"x36yd	3M	\$ 0.60	\$ -	
	BAZ2940	Clear Tape Dispenser	Each (1)	Black		Bazic	\$ 1.29	\$ -	
	TAP6900	Duct Tape	Roll (1)	Silver		Tape Inc	\$ 3.99	\$ -	
	BAZ950	Masking Tape	Roll (1)		3/4"x60yd	Tape Inc	\$ 0.79	\$ -	
	BAZ952	Masking Tape	Roll (1)		1"x60yd	Tape Inc	\$ 0.95	\$ -	
	BR17ZE31	Tape Cartridge for TZ Machine	Each (1)	Blk on Wt	1/2"	Brother	\$ 9.99	\$ -	

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Email PALACE: Joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE					Purchase Order Number				
Qty	Stock #	Description	Qty/Unit	Color	Size	Brand	Unit \$	Total Price	
		TRANSPARENCY FILM							
	CLI60727	Transparency Film,Copier,Clr	Box (50)	Clear	8.5"x11"	C-Line	\$ 9.99	\$ -	
		WHITEBOARDS: Lap size board with marker (4' x 8' available through M&O workorder)							
	LEO35220ST	Dry Erase Lapboard, 9x12, Wht, Lined/Plain, with Pen	Box (12)	White	9"x12"	C-Leo	\$ 17.88	\$ -	
	BON1290096Z	Dry Erase Whiteboard,9x12,Plain,with Pen	Each (1)	White	9"x12"	Boone	\$ 2.39	\$ -	
		WHITEBOARD CLEANER							
	DIX94008	Whiteboard Spray Cleaner	Each (1)		8 oz	Dixon	\$2.09	\$ -	
		YARDSTICK							
	ACM10425	Yard Stick, 1/8" scale	Each (1)	Wood	36"	Acme	\$1.99	\$ -	

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

2016

PALACE CONTRACT
ORDER FORM

Date

School/Dept

Requested By

Site Manager

Special Instructions



Questions? - Call Palace: (831) 476-3815 Joanne ext. 321 or Tom ext.310 email: tom@gopalace.com

Email Palace: joannem@gopalace.com or Fax to: (831) 476-4036 Attn: JOANNE

Subtotal \$

Tax \$

Total \$

PURCHASE ORDER #

B&W Toner Cartridges *Choose High Yield or HP Compatible for Best Price

Qty	Mfg & Item #	Toner#	Color	LaserJet Model #	Each	Total Price
	Hew Q2612A	HP 12A	Black	HP 1010, 1012, 1020, 1022	\$60.00	\$
	Ivr 83012			<i>*Save 27% using HP compatible toner!</i>	\$45.79	\$
	Hew Q5949A	HP 49A	Black	HP 1160, 1320	\$61.00	\$
	Ivr 83049A			<i>Save 28% using HP compatible toner!</i>	\$49.98	\$
	Ivr 83042	HP 42A			\$86.99	\$
	Hew C4129X	HP 29X HY	Black	HP 5000, 5100	\$199.99	\$
	Ivr 83029			<i>*Save 21% using HP compatible toner!</i>	\$102.99	\$
	Hew CF280A	HP 80A	Black	HP M401, M425 MFP	\$88.00	\$
	Hew CF280X	HP 80X HY		<i>*Save 31% using HP high yield toner!</i>	\$150.00	\$
	Hew CE390A	HP 90A	Black	HP M602	\$147.00	\$
	Hew CE390X	HP 90X HY		<i>*Save 30% using HP high yield toner!</i>	\$275.00	\$
	Hew CB436A	HP 36A	Black	HP P1505, M1522	\$64.99	\$
	Ivr B436A			<i>*Save 15% using HP compatible toner!</i>	\$54.99	\$
	Hew CE505A	HP 05A	Black	HP P2035, P2055	\$64.00	\$
	Ivr E505A			<i>*Save 26% using HP compatible toner!</i>	\$57.29	\$
	Hew CC364A	HP 64A	Black	HP P4014, P4015, P4515	\$128.00	\$
	Ivr C364A			<i>*Save 38% using HP compatible toner!</i>	\$105.79	\$

Color Toner Cartridges and Kits

Qty	Mfg & Item #	Toner#	Color	LaserJet Model #	Each	Total Price
	Hew CF226A	HP 26A	Black	HP M402/MFP M426	\$117.00	\$
	Hew CF226X	HP 26X	Black		\$200.46	\$
	Hew CE255A	HP 55A	Black	HP P3035	\$111.00	\$
	Hew CF281A	HP 81A	Black	HP MFP M360	\$180.49	\$
	Hew CF281X	HP 81X	Black		\$282.99	\$
	Hew CF360A	HP 508A	Black	HP M552	\$167.60	\$
	Hew CF361A	HP 508A	Cyan		\$209.78	\$
	Hew CF363A	HP 508A	Magenta		\$209.78	\$

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	Hew CF362A	HP 508A	Yellow			\$209.78	\$	-	
	Hew CF360X	HP 508X	Black		HP M552	\$199.99	\$	-	
	Hew CF361X	HP 508X	Cyan			\$319.99	\$	-	
	Hew CF363X	HP 508X	Magenta			\$319.90	\$	-	
	Hew CF362X	HP 508X	Yellow			\$319.99	\$	-	
	Hew Q2670A	HP 308A	Black		HP Color 3550, 3550	\$147.99	\$	-	
	Hew Q2671A	HP 309A	Cyan			\$157.00	\$	-	
	Hew Q2673A	HP 309A	Magenta			\$157.00	\$	-	
	Hew Q2672A	HP 309A	Yellow			\$157.00	\$	-	
	Hew Q2681A	HP 311A	Cyan		HP Color 3700	\$192.99	\$	-	
	Hew Q2683A	HP 311A	Magenta			\$192.99	\$	-	
	Hew Q2682A	HP 311A	Yellow			\$192.99	\$	-	

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Qty	Mfg & Item #	Tone#	Color	Laserjet Model #	Total Price
	Hew CE250A	HP 504A	Black	HP Color CP3525, CP3530	\$119.00 \$
	Hew CE251A	HP 504A	Cyan		\$219.00 \$
	Hew CE253A	HP 504A	Magenta		\$219.00 \$
	Hew CE252A	HP 504A	Yellow		\$219.00 \$
	Hew CE400A	HP 507A	Black	HP Color M551	\$128.00 \$
	Hew CE400X	HP 507X HY	Black		\$175.00 \$
	Hew CE401A	HP 507A	Cyan		\$192.00 \$
	Hew CE403A	HP 507A	Magenta		\$192.00 \$
	Hew CE402A	HP 507A	Yellow	HP Laserjet CP4005	\$192.00 \$
	Hew CB400A	HP 642A	Black		\$178.00 \$
	Hew CB401A	HP 642A	Cyan		\$249.00 \$
	Hew CB402A	HP 642A	Yellow		\$249.00 \$
	Hew CB403A	HP 642A	Magenta		\$249.00 \$
	Hew CE390X	HP 90X HY	Black	HP Laserjet M4555 mfp HY	\$259.99 \$
	Hew C9720A	HP 641A	Black	HP Laserjet 4600/4610/4650	\$149.00 \$
	Hew C9721A	HP 641A	Cyan		\$195.00 \$
	Hew C9722A	HP 641A	Yellow		\$195.00 \$
	Hew C9723A	HP 641A	Magenta		\$195.00 \$
	Hew CE260A	HP 647A	Black	HP Laserjet CP4025/CP4525	\$122.00 \$
	Hew CE261A	HP 648A	Cyan		\$252.00 \$
	Hew CE262A	HP 648A	Yellow		\$252.00 \$
	Hew CE263A	HP 648A	Magenta		\$252.00 \$
	Hew CE260X	HP 649X HY	Black	HP Laserjet Pro P1566/P1606	\$222.00 \$
	Hew CE278A	HP 78A	Black		\$65.00 \$
	Hew Q2612D	HP 12A Dual Pack	Black	HP Laserjet 1010/1012/1015 HY	\$118.00 \$
	Hew Q5942A	HP 42A	Black	HP Laserjet 4240/4250/4350	\$120.00 \$
	Hew Q5942XD	HP 42X HY Dual Pack	Black	HP Laserjet 4250/4350	\$358.00 \$
	Hew Q6470A	HP 501A	Black	HP Laserjet CP3505/3600/3800	\$109.00 \$
	Hew Q6471A	HP 502A	Cyan	HP Laserjet 3600	\$117.00 \$
	Hew Q6472A	HP 502A	Yellow		\$119.49 \$
	Hew Q6473A	HP 502A	Magenta		\$119.49 \$
	Hew Q6511X	HP 11X HY	Black	HP Laserjet 2410/2420/2430	\$180.00 \$
	Hew Q7551A	HP 51A	Black	HP Laserjet P3005	\$110.00 \$

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	Hew Q7551X	HP 51X HY	Black	HP LaserJet P3005 HY		\$175.00	\$	-	
	Hew Q7581A	HP 503A	Cyan	HP LaserJet CP3505/3800		\$175.00	\$	-	
	Hew Q7582A	HP 503A	Yellow			\$175.00	\$	-	
	Hew Q7583A	HP 503A	Magenta			\$175.00	\$	-	
Inkjet Cartridges									
Qty	Mfg & Item #	Toner#	Color	Inkjet Model #		Each		Total Price	
	Hew C5059AN	HP 90	Black	HP 775ml 4000/4000ps		\$189.00	\$	-	
	Hew C8767WN	HP 96	Black	HP Inkjet		\$32.49	\$	-	
	Hew C9363WN	HP 97	Tri-Color	HP Inkjet		\$39.00	\$	-	
	Hew C5059A	HP 90	Black	HP Wide Format Inkjet Printer		\$279.00	\$	-	
	Hew CN057AN	HP 932	Black	HP Inkjet Printer		\$18.75	\$	-	
Maintenance & Fuser Kit									
Qty	Mfg & Item #	Specification	Color	Inkjet Model #		Each		Total Price	
	Hew C9725A	HP 110V	Fuser Kit	HP 4600		\$329.00	\$	-	

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Request for printer cartridges and supplies not listed						
Qty	Mfg & Item #	TONER #	Color	Printer Model #	Each	Total Price
						\$ -
						\$ -
						\$ -
						\$ -

2016

**NON-CONTRACT ITEM
REQUEST**

Purchase Order Number



Date _____

School/Dept

Requested By

Site Manager

Fax Request to: (831) 728-6922 Attn. PVUSD Purchasing

Fax this form to Purchasing for items that are not on the Palace EZ Order Form. Printer supplies can be faxed directly to Palace.

Special instructions

[illegible]

Purchasing Use Only

Approved By:

Date:

RETURNS AND SHORTAGES

Fax Returns to: (831) 476-4036 PALACE Attn. JOANNE

>Returns & Shortages must be faxed or emailed to Palacé within 10 days of original invoice date.

ORIGINAL INVOICE NUMBER

Returns must be in original packaging and in resalable condition.

Returns & Credits

Qty	Unit	Item Number	Description	Unit Price	Ext Price	Reason for Return
				\$ -	\$ -	Customer Error
				\$ -	\$ -	Defective
				\$ -	\$ -	Misship
				\$ -	\$ -	Shortage
				\$ -	\$ -	

Service Order

Print Form



This Service Order specifies the specific amount of, and associated cost for, the services ordered by "Customer." By executing this Service Order, Customer agrees to purchase and Shoutpoint, Inc. ("Shoutpoint") agrees to provide the ordered services in accordance with this Service Order and Shoutpoint for Schools Terms of Use in effect from time to time, a current copy of which is attached hereto. This Service Order replaces all prior Service Orders between the parties.

County of Service Address:

Santa Cruz

Payment Method:	Prepaid - Due before In Service Date	Order Date:	May 26 2016
Customer Name:	Santa Cruz City School District	In Service Date:	September 1 2016
Physical Address:	405 Old San Jose Road	Renewal Type:	Campus Messenger
City, State	Soquel, CA	Zip: 95073-2213	Renewal Start Date: September 1 2017
Technical Contact:	Bernie Lerman, Xt. 230	Billing Contact:	Curtis Gomez, Xt. 212
Technical Email:	blerman@sccs.net	Billing Email:	cgomez@sccs.net
Phone: +1 (831) 429-3410	Fax: +1 (831) 429-3447	Phone: +1 (831) 429-3410	Fax: +1 (831) 429-3447

Service Type	Service Description	Current Student Count	Qty	Annual Unit Cost	Annual Recurring	Prorated Fee	Non-recurring
Enhanced Service	Shoutpoint for Schools Infinite Campus Integrated Messaging Platform	7,092	24	\$345.00	\$8,280.00	\$0.00	\$0.00
Enhanced Service	SMS Messenger		0				\$0.00
Other Service							
				Totals	\$8,280.00	\$0.00	\$0.00

Expanded Description of Service Types:

1. Shoutpoint for Schools Infinite Campus Integrated Messaging Platform

SP will allocate capacity for unlimited messaging based on School District's Current Student Count (shown above). Shoutpoint will provision service in batches of 300 students based on Student Count. Customer will update Student Count annually and submit to Shoutpoint to ensure the proper and adequate capacity. The Service may be used for an unlimited number of voice and SMS messages as long as messages are directly related to school business. Notwithstanding the preceding sentence, after the first year of Service, Shoutpoint reserves the right to institute a monthly limitation on usage (e.g., 4,000 total messages per batch of 300 students) for subsequent school seasons (i.e., contract years) by providing School District with written notice at least ninety (90) days prior to the expiration of the then-current term.

In emergency circumstances defined as circumstances when School District's authorized personnel reasonably and in good faith, believe communication will assist in the elimination or mitigation of physical harm to School District's students, faculty, employees, or invitees (e.g., a school shooting, an earthquake, tornado or other natural disaster, or similar exigent circumstance), the subscribed capacity can burst to ten voice paths, which incrementally increases the speed that the messages are disseminated.

2. SMS Provisioning

A non-recurring set-up fee to provision SMS messaging service and the unique SMS nickname for the School District

Shoutpoint, Inc.:

James Christiano

Signed by

Date

President

Signature

Title

Santa Cruz City School District

Customer

Signed by

Date

Signature

Title

 Asst. Supt.
Business Service

-Confidential- Shoutpoint, Inc.

4695 MacArthur Ct. Suite 930 · Newport Beach · CA 92660 · Sales: 877-746-8878 · Support: 949-309-2821 · Accounting: 949-596-4638 · Fax: 949-660-0531

schools@shoutpoint.com
www.Shoutpoint.com

Order Provisioning Form

As part of your service agreement with Shoutpoint for Schools, the district will receive a phone number. The number provisioned for the district will be within the same area code (NPA) and every effort will be made to match the first three digits (NXX) of the district's central office. For example (770) 534-xxxx. The number will appear on the recipient's caller-id display when the district uses the Shoutpoint service.

1. The phone number will be assigned to your account.

2. In order for the recipients to call the school back we need the main number where they can reach you. Shoutpoint will make sure that all calls are forwarded to your main number. List your main number in the box below.

3. In the box below, for the number provisioned for the district, please provide a name or tag to be displayed on the recipients caller-id screen. For example: 770-534-xxx1, Hall County Schools (HCS Attendance). The maximum characters allowed are 15 alphanumeric meaning both letters and numbers (no hyphens, commas, etc).

1. Phone Number	2. Forwarding Number	3. Caller ID Name
To Be Assigned	+1 (831) 429-3410	Santa Cruz Sch

Provisioning Time: Allow 12-14 business days from Shoutpoint receiving the Purchase Order, Service Order and Agreement.

SMS Messenger

SMS nickname enables you to register a unique nickname and use it as identification when sending SMS messages. The SMS nickname should have at least 3 and not more than 11 characters. When choosing the nickname, use only lower case and capital letters of English alphabet, numbers (up to 3 in a sequence) and you have an option to use an underscore (_) as a character. The nickname cannot be registered if you have used a space.

SMS Nickname

SCCitySchls

-Confidential- Shoutpoint, Inc.

4695 MacArthur Ct. Suite 930 · Newport Beach · CA 92660 · Sales: 877-746-8878 · Support: 949-309-2821 · Accounting: 949-596-4638 · Fax: 949-660-0531
schools@shoutpoint.com www.Shoutpoint.com

Telecommunications Terms of Use

THESE TELECOMMUNICATIONS TERMS OF USE (this "Agreement") govern the various services, (the "SP Services"), provided by SHOUTPOINT, INC., a California corporation ("SP"), pursuant to one or more active Service Orders (each a "Service Order") between SP and the subscribing school district on behalf of itself and each of its constituent schools (collectively, the "School District").

1. **SP Services.** SP shall provide one or more of the following services to School District in accordance with one or more Service Orders:
 - a. **Telecommunications Services.** Unless set forth differently in an applicable Service Order, the following shall apply to the provisioning and service limitations of SP's Interconnected Voice over Internet Protocol ("VoIP") for use over SP's VoIP telecommunications network:
 - i. SP will provision telephone lines and phone numbers in the amount designated in the applicable Service Order.
 - ii. **Service Limitations: 911 Service.** As an interconnected VoIP provider, Shoutpoint is required to provide 911 service to its customers. However, Shoutpoint's 911 service operates differently than traditional 911. Shoutpoint must transmit all 911 calls, a callback number and the caller's registered physical location to the underlying carrier. Therefore, Shoutpoint must collect that information from you, and you must update Shoutpoint with any changes. Further, it takes up to 14 days before the 911 service or any change thereto becomes operational. Remember that our 911 Dialing service will not function in the event of a broadband or power outage or if your broadband, ISP or ShoutPoint service is terminated. Complete Shoutpoint 911 information is contained in the Service Order and at <http://shoutpoint.com/911-access>
 - b. **Enhanced Services.** SP shall provide School District with non-exclusive and non-transferable licensed access to SP's Telephony Engine, which includes an application programming interface accessed through Infinite Campus's SIS that provides a means to create, manage and send telephone messages to students, student parents and legal guardians, school faculty and school district personnel (cumulatively, the "Enhanced Services").
 - c. **Other Services.** SP may from time to time provide ancillary, additional or new services to its school customers that are not governed by Sections 1.a. or 1.b. above. These services shall be considered "Other Services" and will be governed by the other provisions of this Agreement and one or more Service Orders.
2. **Term: Pricing.**
 - a. **Term.** The initial term of this Agreement shall commence on the "In Service Date" set forth in the Service Order, which shall typically be July 1st of each given calendar year (or, in the initial year, such later start date as contemplated in Section 2.b. below, being the "In Service Date") and shall end on June 30th of the following calendar year (e.g. July 1, 2016 through June 30, 2017). However, the term shall automatically be renewed for one (1) year periods, unless either party provides the other with written notice of termination at least thirty (30) days, but no more than ninety (90) days, prior to the termination of the then current term. The term may terminate earlier upon the occurrence of one or more of the events described in Section 8 below.
 - b. **Fees.** School District shall pay to SP on or before the In Service Date (and each subsequent In Service Date should the term be renewed) an amount as set forth in the applicable Service Order. For contracts not commencing on July 1st of any given calendar year, the annual fee shall be reduced in a pro rata manner based on the following formula: (i) the number of days or partial days that the service shall be effective within such period ending on the next occurring June 30th, divided by (ii) 365. Except to the extent expressly modified in any Service Order, following the initial term and upon thirty (30) days prior written notice, SP may increase applicable charges, effective as of July 1st of such year (the "Adjustment Date"), by one hundred percent (100%) of the percentage change, if any, shown by the Consumer Price Index - Urban Wage Earners and Clerical Workers, U.S. City Average (published by the U.S. Department of Labor - Bureau of Labor Statistics) for the month immediately preceding the Adjustment Date as compared with the month immediately preceding the initial In Service date or most recent preceding date on which such charges were previously adjusted hereunder, as the case may be.
3. **Customer Service.** SP shall provide Customer Service relating directly and solely to the SP Services. School District shall establish a customer service point of contact with SP for such purposes. The parties acknowledge that School District may utilize the services provided hereunder in conjunction with other hardware, software and other applications. The providers of such third party hardware, software and applications shall be solely responsible for all customer service related to usage with such third party products and services.
4. **Confidentiality.** "Confidential Information" means (a) the terms and conditions of this Agreement; (b) any and all information governed by any now-existing or future non-disclosure agreement (specifically including any such agreement or provision of any agreement between SP and School District), contractual provision, or law binding the parties; (c) any other information relating to either party that has been clearly marked or labeled as confidential, including without limitation information about either party's personnel, products, customers, or services; and (d) all aspects of the services provided hereunder, and any underlying software, including without limitation all source code, object code, algorithms or logic contained therein, and any other form of written or recorded material relating thereto, which the parties acknowledge is owned by and confidential to SP. Notwithstanding the foregoing, the term "Confidential Information" specifically excludes (i) information that is now in the public domain or subsequently enters the public domain through no action or fault of the other party; (ii) information that is known to either party without restriction prior to receipt from the other party; (iii) information that either party receives from any third party having a legal right to transmit such information, and not under any obligation to keep such information confidential; and (iv) information independently developed by either party without using the other party's Confidential Information. The party relying on any of the above exclusions has the burden of proving the presence of such exclusion. Each party also understands and agrees that misuse and/or disclosure of that information could adversely affect the other party's business. Accordingly, the parties agree that each party, (i) shall use and reproduce the other party's Confidential Information only for purposes of this Agreement and only to the extent necessary for such purpose, (ii) shall restrict disclosure of the other party's Confidential Information to its employees or agents with a need to know and who have agreed in writing to be bound by the terms of this Agreement, (iii) shall not disclose the other party's Confidential Information to any third party without the prior written approval of the other party, and (iv) shall maintain and protect the other party's Confidential Information with at least that degree of care that such party utilizes to maintain and protect its own most confidential information, but in any event using at least a commercially reasonable degree of care. Notwithstanding the foregoing, it shall not be a breach of this Agreement for either party to disclose Confidential Information of the other party if compelled by law to do so, provided the other party has been given prior written notice to permit such other party a reasonable opportunity to object to the legal requirement to disclose. The parties acknowledge and agree that violation of this paragraph may cause irreparable harm, and the total

amount of monetary damages for injury to such party will be impossible to calculate and, therefore, an inadequate remedy. Accordingly, the non-breaching party may (a) seek injunctive relief against the breaching party or (b) exercise any other rights and seek any other remedies to which the non-breaching party may be entitled at law, in equity and/or under this Agreement.

5. **No Conveyance.** School District shall not assign, transfer, sublicense, or otherwise convey its right to use the SP Services hereunder, or any part thereof, to any person, by operation of law or otherwise, without SP's prior written consent, which may be given or withheld in SP's sole discretion. Any breach or attempted breach of this provision shall be null and void and shall entitle SP to immediately terminate this Agreement without any cure period.
6. **Limited Warranty; Limitation of Damages.** SP warrants that, during the ninety (90) day period (the "Warranty Period") commencing on the In Service Date of the initial term, the SP Services will operate in substantial conformity with industry standards when used in strict compliance therewith. If a material defect occurs, SP's sole obligation under this warranty is to remedy such defect in a commercially reasonable manner.
 - a. THE LIMITED WARRANTY SET FORTH ABOVE IS THE ONLY WARRANTY MADE BY SP, AND SP DOES NOT MAKE, AND SCHOOL DISTRICT HEREBY EXPRESSLY WAIVES, ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED. SP HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. IN PERFORMING THE SERVICES CONTEMPLATED BY THIS AGREEMENT, SP SHALL HAVE NO LIABILITY (INCLUDING WITHOUT LIMITATION ANY LOST BUSINESS PROFITS OR ANY LOSS, DAMAGE OR DESTRUCTION OF DATA) TO SCHOOL DISTRICT, ITS AGENTS, EMPLOYEES OR CONTRACTORS, FOR PERSONAL INJURY OR PROPERTY DAMAGE UNLESS SUCH DAMAGE IS CAUSED BY SP's GROSS NEGLIGENCE OR WILLFUL MISCONDUCT. SP SHALL HAVE NO LIABILITY WITH RESPECT TO ITS OBLIGATIONS UNDER THIS AGREEMENT OR OTHERWISE FOR CONSEQUENTIAL, EXEMPLARY, INCIDENTAL OR PUNITIVE DAMAGES, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, THE LIABILITY OF SP TO SCHOOL DISTRICT FOR ANY REASON AND UPON ANY CAUSE OF ACTION WHATSOEVER SHALL BE LIMITED TO THE LESSER OF (i) \$100,000 OR (ii) FEES ACTUALLY PAID BY SCHOOL DISTRICT TO SP FOR THE APPLICABLE SP SERVICES FOR THE TERM (OR EXTENSION PERIOD) DURING WHICH THE UNDERLYING DAMAGES AROSE. SP's OBLIGATIONS UNDER THIS AGREEMENT, BUT NOT THE EXCLUSIONS AND WAIVERS OF WARRANTY CONTAINED HEREIN, SHALL TERMINATE AND BECOME NULL AND VOID IF ANY MODIFICATIONS ARE MADE TO THE SP SERVICES BY ANY PARTY OTHER THAN SP.
 - b. School District acknowledges that SP exercises no control whatsoever over the content of information passing through School District's equipment, or through equipment or facilities used by SP to provide the SP Services. School District will, at all times, use the SP Services in compliance with all applicable laws and regulations. It is School District's sole responsibility to ensure that the information it transmits or otherwise processes with use of the SP Services complies with all applicable laws and regulations.
7. **Indemnification.**
 - a. SP will defend, hold harmless and indemnify School District against any damages finally awarded or amounts paid in settlement as a result of any claim or threat of claim brought by a third party against School District to the extent based on an allegation that the SP Services infringe any U.S. patent, copyright, trademark, trade secret or other proprietary right of a third party. The foregoing obligation is subject to the Limitation of Damages provision set forth in Section 6 above
 - b. Except to the extent limited by applicable law, School District shall indemnify and hold harmless SP and SP's officers, directors, employees, and agents, and shall defend, at its expense, and pay the cost of any damages, settlement or award (including reasonable attorneys' fees and costs) for all claims resulting from (i) School District's breach of this Agreement; (ii) School District's violation or alleged violation of any law or regulation; or (iii) School District's other acts or omissions.
 - c. If either party seeks indemnification provided for in this Section, the party seeking indemnification will cooperate with and provide reasonable assistance in the defense or settlement of any claim or legal proceeding. School District and SP will not make public any terms, or the mere existence, of any settlements. If the indemnifying party fails to promptly investigate and defend or settle any claim of which it is notified in writing by the indemnified party, then the indemnified party has the right to have sole control of the defense of the claim and all negotiations for its settlement or compromise, and the indemnifying party shall pay, as they become due, all of the reasonable costs and expenses (including reasonable attorneys' fees) reasonably incurred by the indemnified party in its defending or negotiating settlement of the claim, and the indemnifying party shall satisfy any resulting settlement, award, or judgment.
8. **Termination.** Upon the occurrence of one or more of the following events by one party (the "Breaching Party"), then the other party (the "Non-breaching Party") may terminate this Agreement immediately (except as specifically set forth the contrary) upon providing written notice of termination to the Breaching Party:
 - a. If a party commits a breach of this Agreement and fails to cure that breach within thirty (30) days after receiving written notice from the Non-breaching Party stating the nature of the breach with reasonable particularity;
 - b. If a party terminates its business;
 - c. If, voluntarily or involuntarily, a bankruptcy petition or similar proceeding under state law is filed with respect to a party; and
 - d. If a party becomes insolvent or makes a general assignment for the benefit of creditors.

In the event School District terminates this Agreement for SP's uncured breach, School District shall be reimbursed a pro rata portion of the fees paid for services to be rendered following such termination. In the event that SP terminates this Agreement for School District's uncured breach, SP shall be entitled to keep all fees paid to SP prior to such date. The foregoing remedies are in addition to any other legal or equitable remedies available to such party under the circumstance. In the event that School District makes any payment required under this Agreement more than five (5) days late, then in addition to the amount past due School District shall owe SP (i) a penalty in the amount of 5% of such past due amount and (ii) interest in the amount of twelve percent (12%) per annum or, if lesser, the maximum interest rate allowed under applicable law.

9. **Force Majeure.** Neither party shall be liable to the other for any delay or failure in performance of any part of this Agreement to the extent that such delay or failure is caused by a Force Majeure Event (defined below). The Party claiming relief under this Section shall notify the other in writing of the existence of the Force Majeure Event relied on and shall be excused on a day-by-day basis to the extent of such prevention, restriction or interference until the cessation or termination of said Force Majeure Event. "Force Majeure Event" means an unforeseeable event caused by any of the following conditions: act of God; fire; flood; labor strike; sabotage; material shortages or unavailability or other delay not resulting from the responsible party's failure to timely place orders; lack of or delay in transportation; government codes, ordinances, laws, rules, regulations or restrictions; war or civil disorder; or any other cause beyond the reasonable control of such party. This paragraph shall not apply to any payment obligation of either party.
10. **Miscellaneous.**
- a. **Modifications to Manner of Use.** The services provided hereunder are subject to evolving regulation, technology and related industry standards. As such, it is possible that changes to the technical or operational requirements of one or more services may occur during the term of this Agreement. In the event of such a change, SP will notify Customer via email and post the changes at <http://shoutpoint.com/terms/schools/>.
 - b. **Interpretation.** These Terms of Use, together with all mutually executed Service Orders or other documents referenced herein, evidences the complete understanding and Agreement of the parties with respect to the subject matter hereof and supersedes and merges any prior understandings or agreements. The captions, headings, and articles contained herein are solely for convenience of reference and shall not affect the construction or interpretation of this Agreement. Both parties acknowledge that they have read and understand the terms of this Agreement. This Agreement shall be interpreted fairly, and shall not be interpreted more or less favorably for either party.
 - c. **Governing Law; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State in which School District, or the applicable constituent school, is located. In the event of a dispute arising out of this Agreement, the prevailing party shall be entitled to recover its costs and reasonable attorneys' fees incurred in connection with such action.
 - d. **Severability; Waivers.** If any provision, or any part thereof, of this Agreement shall be invalid or unenforceable under applicable law, said provision shall be ineffective to the extent of such invalidity only, without in any way affecting the remaining parts of said provision or the remaining provisions of this Agreement. The failure of either party to give a notice of default or to enforce strict performance of any provision of this Agreement shall not be construed as a waiver of its right to assert or rely upon such provision or any other provision of this Agreement.
 - e. **Authority.** Each person executing any Service Order represents and warrants that he or she have/they have the authority to enter into this Agreement on behalf of such party, and that the entity they represent has been duly formed, is validly existing, and is qualified to do business in the jurisdictions in which they conduct business.
 - f. **Counterparts.** Each Service Order may be executed in one or more counterparts (including by facsimile or other electronic means), each of which shall be deemed to be an original and all of which, when taken together, will be deemed to constitute one and the same Agreement.
 - g. **Taxes.** Each party shall be fully responsible for the payment of any and all taxes required by law to be paid by that party. Neither party shall be responsible for the payment of taxes imposed on or against the net income of the other party.
 - h. **No Agency.** This Agreement does not render either party the agent or legal representative of the other, nor does it create a partnership or joint venture between the parties. Neither party shall have any authority to bind the other party in any manner whatsoever.
 - i. **Remedies Cumulative.** The rights and remedies afforded to the Parties herein are, unless otherwise noted, cumulative rather than exclusive. Notwithstanding the preceding, in no event shall School District's remedies exceed the limitation of SP's liability set forth in paragraph 8.a. above.
 - j. **Survival.** The rights and obligations of the parties under Sections 2 (but only to the extent of charges due and owing that remain unpaid as of the effective date of termination), 4, 6, 7, 8, and 10 of this Agreement shall survive the expiration or earlier termination of this Agreement.
 - k. **Successors; Assigns.** This Agreement shall be binding upon and inure to the benefit of School District's permitted successors and assigns. Upon providing notice to School District, SP may assign part or all of this Agreement to another party. The Agreement shall be binding upon and inure to the benefit of SP's successors and assigns.
 - l. **Notices.** All notices, consents, waivers and other communications under this Agreement must be in writing and will be deemed to have been duly given when (i) delivered by hand (with written confirmation of receipt), (ii) sent by fax (with written confirmation of receipt), provided that a copy is mailed by certified or registered mail, return receipt requested, or (iii) when received by the addressees if sent by a nationally recognized express delivery service (which delivery confirmed by tracking number), in each case to the appropriate addresses and fax numbers set forth below, or to such other addresses or fax numbers as a party may designate by notice to the other party:

SP:

Shoutpoint, Inc.
4695 Macarthur Court, Suite 930
Newport Beach, CA 92660
Attn: Jamie Christiano
Fax (949) 660-0531

SCHOOL DISTRICT:

Santa Cruz City School District

Set forth in Service Order

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Consultant Services Agreement – Special Education

MEETING DATE: August 17, 2016

FROM: Frank Wells, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

RECOMMENDATION:

Approve the attached Consultant Services Agreement with Deirdre Hickey Sturm, BCBA through the 2016-2017 school year. *Copies of the agreement have been provided under separate cover for Board review.*

BACKGROUND:

Authorized request for a : **Board Certified Behavior Analyst (BCBA)** with specific expertise in the evaluation of independence skills in students with disabilities and the training of general and special education staff in support of these students in mainstream settings. A unique assessment will be used and the data will provide site teams with the information necessary to guide skill building and support in order to increase student independence. (Approved MediCal Grant expenditure not to exceed: \$13,100.00) Service Period: August 15, 2016 through June 30, 2017.

Fiscal Impact: \$13,100.00

Prepared by Stacy O'Farrell, Director of Special Education

REQUEST FOR CONSULTANT SERVICES AGREEMENT

Review guidelines of Board Policy and A.R. 3600 – Consultant Services Agreements. Agreements are to be submitted to the responsible Assistant Superintendent at least two weeks before the Board meeting (for over \$2500) and/or prior to the Consultant beginning work. **Must attach Page Two**

Site: Special Education Dept-District Office Principal/Director: Stacy O'Farrell

Describe Work to be Performed and District and/or Site Goals Supported: Deirdre Hickey-Sturm will work with special and general education site teams who support students with disabilities in general education classrooms. She will facilitate the use of the Joining Skills Assessment and the data yielded from this assessment to guide teams in building student skills and creating classroom environments that lead to increased student independence. This work directly addresses District Goals 1, 3, 4 and 5.

Qualifications of Consultant: BCBA, CCC-SLP – Plus – Expertise in Coteaching and Universal Design for Learning

Name of Consultant: Deirdre Hickey-Sturm SSN: _____

Address: _____ Telephone #: _____
(Vendor Data form to Purchasing)

City/State/Zip: _____ Email: _____

Date(s) of Service: August 15, 2016 – June 30, 2017 Time: Varies - TB

Number of Hours: TBD hours per day X TBD days = 58 Total Hours

Hourly/Daily Rate (specify): \$200/hour plus \$25 per assessment (60 assessments) Meals: N/A

Lodging: N/A Transportation: N/A

TOTAL FEE: \$13,100.00 Account #: 01-5640-0-5001-2110-5800-200-0000

Write out meaning of account number: MediCal Grant – Contracted Services

Authorized Signature of Consultant: _____ Date: _____

(NOTE: Consultant must submit invoice for payment upon completion of work)

[Signature]
Signature of Administrator Requesting Service

[Signature]
Approval of Assistant Superintendent

Date: August 8, 2016

Date: _____

PAYMENT AUTHORIZATION

I hereby certify that the consultant has satisfactorily completed the services in accordance with the above Agreement and that payment is in order.

Signature of Administrator Requesting Payment

Date

Approval of Assistant Superintendent

Date

Board of Education Approval:
(Required if over \$2500)

CSA#:
(Assigned by Accounting)

REQUEST FOR CONSULTANT SERVICES AGREEMENT

Review guidelines of Board Policy and A.R. 3600 - Consultant Services Agreements.

Site: Special Education Dept-District Office

Principal/Director: Stacy O'Farrell

1. Statement of specific need (Refer to district/site goals and plans, unique needs of school, program or office which necessitates the services of a consultant).

Santa Cruz City Schools relies heavily on agencies to provide intensive individualized instruction for students with special needs. Site teams across the district have identified a need for additional training in supporting students with disabilities in general education classrooms. Deirdre Hickey-Sturm has developed an assessment that is being adopted in SCCS that identifies specific skills that students need in order to participate independently in the classroom setting. The data from this assessment, the Joining Skills Assessment (JSA), is being used to guide instructional planning for students with disabilities. Deirdre is providing the accompanying training for site teams (general and special education staff) to utilize and plan using the JSA data.

2. State efforts made to identify qualified staff available within the district to carry out the requested services.

Administration and scoring of the JSA required access to a trained assessor, Deirdre Hickey Sturm, who also has experience training teams on the use and application of the data.

3. If this agreement is for staff development or for one-time services, state the site's plan to reduce or eliminate the need for this consultant's services in the future.

This is part of a three-year plan to increase staff capacity with regard to inclusion and building capacity of our site teams to support students with disabilities in general education settings so that they can participate as independently as possible.

4. Statement of expected outcomes (Can include specific student outcomes desired, benefits to district students and/or staff, etc.).

The degree of independent participation of students with adult support in general education classes will increase significantly, resulting in decreased proximity from adult support and/or reduction of the need for adult support.

5. Evaluation Process (survey evaluation, specific student outcomes such as increased skills, product such as a publication, documentation of benefits to students and/or staff).

The number of 1:1 aides in SCCS will be monitored, as will the amount of independent participation of students with 1:1 aides in general education classes.

SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Summer Professional Learning - Mathematics

MEETING DATE: August 17, 2016

FROM: Frank Wells, Assistant Superintendent of Educational Services

THROUGH: Kris Munro, Superintendent

BACKGROUND:

SCCS Teachers participated in various summer trainings provided by the Educator Effectiveness Grant (EEFG) and the GATES Foundation Grant awarded to the Santa Cruz County College Commitment (S4C). Math teachers from middle and high schools, as well as two instructional aides attended CPM math training in either June or August. As we prepare for piloting CPM Integrated Math 1 at our high schools, the four-day training provided our teachers with an opportunity to collaborate with others and learn the curriculum directly from trainer Karen Arth from CPM. Sponsored by S4C, 25 SCCS teachers along with almost 100 other county teachers participated in a 3-day Silicon Valley Mathematics Initiative (SVMI) training on Common Core Implementation this last week. These teachers will participate in six follow up sessions with SVMI over the course of the school year. In addition, science teachers from the Next Generation Science Standards (NGSS) Leadership Team participated in a weeklong science training aimed at supporting a successful transition to the new science standards. The training is being led by our NGSS coach, Heather Murphy.

The Curriculum Department is pleased to be able to offer quality professional development to teachers to support them in the transition to common core integrated math and science. We are grateful to our teachers for giving up part of their valuable vacation time to participate in professional learning opportunities.

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.

Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Prepared by Jennifer Wildman, Director of Curriculum and Assessment



SCCS Summer 2016 Professional Development

August 17, 2016

Next Generation Science Standards (NGSS)

NGSS Leadership Team

One week intensive coach-led training

Focus on NGSS shifts & content

Based on WestEd's "Make Sense of Science"

College-Preparatory Mathematics (CPM)

Integrated Math 1 training

Four-day total, sessions offered in June and/or August

Multiple dates offered through partnering with Pajaro

Two additional collaboration days for preparation and planning

Santa Cruz County College Commitment (S4C)

Gates grant-provided

Silicon Valley Math Initiative

Common Core Math:

Instructional strategies and techniques

SANTA CRUZ CITY SCHOOLS DISTRICT

AGENDA ITEM: Staff Report: Human Resources Update

MEETING DATE: August 17, 2016

FROM: Molly Parks, Asst. Superintendent, Human Resources

THROUGH: Kris Munro, Superintendent

BACKGROUND:

Over the spring semester and into the summer, the Human Resources department has hired a total of 121 certificated staff and the District was fully staffed for the 2016-2017 school year by August 1st. Staff will present a report on this hiring cycle.



Human Resources

Certificated Recruitment Updates



Recruitment Data

- ◊ Fully staffed as of August 1, 2016
 - ◊ First time in at least 7 years
- ◊ 121 hires
 - ◊ 6 administrative
 - ◊ 22 elementary (temps re-hired)
 - ◊ 38 secondary
 - ◊ 2 librarians
 - ◊ 13 special education
- ◊ See sheet for other subject areas



How Did We Do This?

- ◊ Recruitment fairs
- ◊ Negotiations
- ◊ Outreach to universities
- ◊ Commitment from HR and school sites
- ◊ Contracts sent May 1



Recruitment Fairs

- Attended 9 recruitment college fairs
 - CSUMB, CSU Bakersfield, Fresno State, UC Merced, San Francisco State, CSU Longbeach, UCSC, Chico State
 - Recruited 3 teachers – 2 math, 1 science
- Attended 2 educator fairs
 - Oregon Educator Job Fair, Santa Cruz COE

Recruitment Fair Strategies

- Create welcoming table with pictures and people
 - Included teachers in recruiting panels
 - Honest conversations
- Informational brochures
- Invitations to visit
- Interviews
- Preliminary contracts





Connections to UCSC

- ◊ Participated in NOYCE interviews
- ◊ NOYCE interview panels
- ◊ Teacher education job panel
- ◊ Individual meetings with credentialing groups
- ◊ Track, visit, and meet student teachers (prospective teachers)
- ◊ Meet with individual teachers in regards to employment



Connection to Other Universities

- Work with advisors from San Jose State and CalState Teach for placement opportunities
- Work with the Special Education Department at CSUMB for recruiting and mid-year openings

The Amazing, Friendly HR Staff

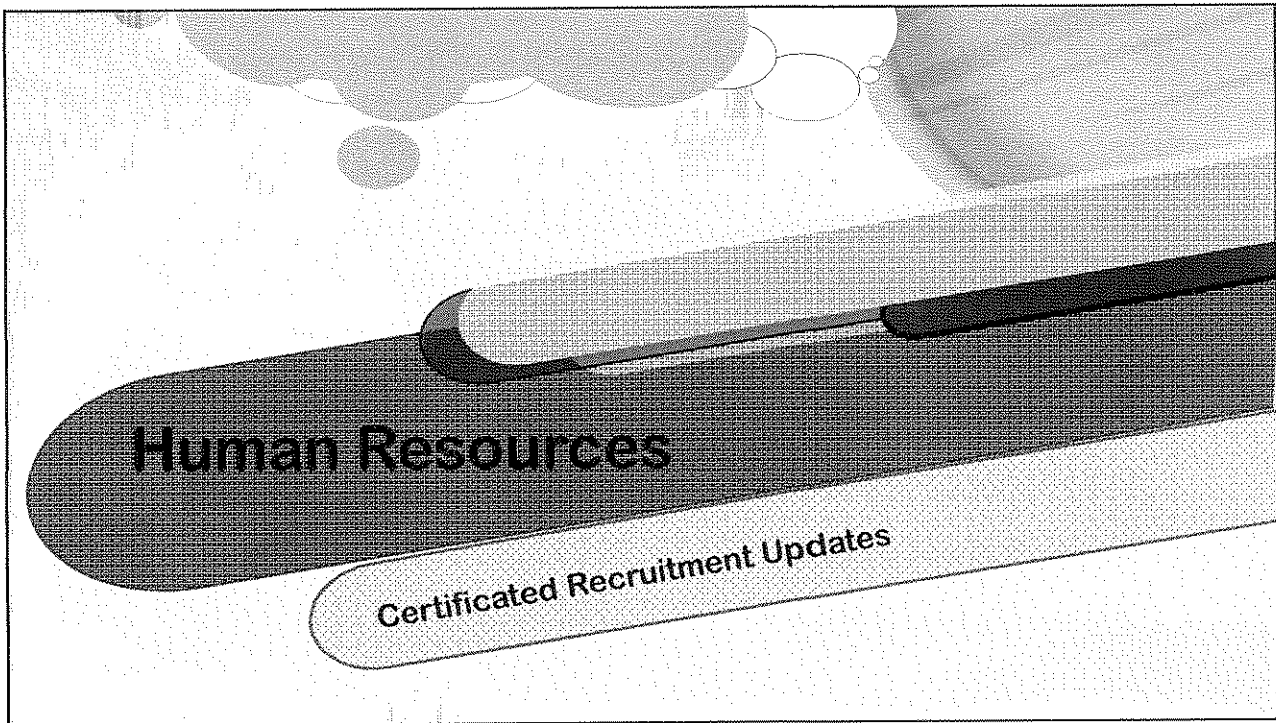
- Welcoming environment
- Teamwork
- Refreshments and snacks
- Responsiveness



Next Steps

- Attending additional fairs in Southern California
- Eliminating fairs that do not have programs that meet our needs
- Continue to build relationships with our university partners
- Researching future teacher clubs in our high schools
- Expand recruitment teams
- Refining retention in our schools
- Continue to support staff in finding housing options





Recruitment Data

Fully staffed as of August 1, 2016

First time in at least 7 years See sheet for other subject areas

121 hires

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Work with the Special Education Department at CSUMB for recruiting and mid-year openings

The Amazing, Friendly HR Staff

Welcoming environment

Teamwork

Refreshments and snacks

Responsiveness



Next Steps

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- Researching future teacher clubs in our high schools
- Expand recruitment teams
- Refining retention in our schools
- Continue to support staff in finding housing options



SANTA CRUZ CITY SCHOOL DISTRICT

AGENDA ITEM: Agreements: MOU's for School Resource Officers

MEETING DATE: August 17, 2016

FROM: Kris Munro, Superintendent

RECOMMENDATION:

Approve the MOU's for the Santa Cruz City Police Department School Resource Officer and the Santa Cruz County Sheriff's Office School Resource Officer.

BACKGROUND:

The attached MOU's for the 2016-17 school year are the result of continued collaboration between Santa Cruz City Schools and the Santa Cruz Police Department and the Santa Cruz County Sheriff's Office to serve and protect our students, staff and community.

Memorandum of Understanding Between
Santa Cruz City Schools and Santa Cruz City Police Department
Regarding a School Resource Officer Program

This Memorandum of Understanding ("MOU") is by and between the Santa Cruz City Schools ("District") and the Santa Cruz City Police Department ("Department") (collectively, the "Parties"), and replaces any and all prior agreements and understandings between the Department and the District on the subject of school resource officers.

Recitals

- A. The District and Department desire to set forth the duties and responsibilities of the Parties with respect to the School Resource Officer ("SRO") program.
- B. The District and Department desire to create an atmosphere of cooperation toward the common goals of providing a safe learning environment for students and a safe working environment for staff members.
- C. The District and Department desire to promote positive relationships between the school, police, and the community.

Agreement

The District and Department agree as follows:

- 1. Term of Agreement. This MOU shall be effective upon ratification and shall remain in effect until modified by mutual written agreement or terminated by either party with 60 days written notice.
- 2. Scope of Service. The Department agrees to assign one sworn police officer to serve as the SRO at the District's schools. The SRO will be assigned to primarily work at the Harbor High School, Santa Cruz High School and Costanoa High School campuses. The SRO will wear the regulation police uniform and operate a marked police patrol vehicle while on duty, unless otherwise authorized by a police supervisor for a specific purpose. The SRO's duties shall include but not be limited to:
 - 2.1. SRO will provide law enforcement expertise to assist the school staff in maintaining safety at school sites.
 - 2.2. The SRO's questioning of students at school shall be limited to offenses related to the operation of the school or occurring at the school, except in situations where a delay in investigation or questioning may result in danger to any person, flight from the jurisdiction by the person suspected of a crime, or destruction of evidence.

- 2.3. The SRO shall notify the school principal or designee as soon as practical of any significant law enforcement actions taken by an SRO or other officer at a school site.
- 2.4. The SRO shall not become involved in school administrative searches unless specifically requested by the principal or designee in order to provide security or to handle contraband. School administrative searches must be at the direction and control of the school principal or designee.
- 2.5. The SRO shall be responsible for monitoring the social and cultural Environment around District schools to identify emerging youth gangs. Gang prevention and early intervention strategies shall be coordinated between the Department and the District.
- 2.6. The SRO may become involved, through the school principal or designee, with the School's curriculum and provide instructional presentations that enhance the students' understanding of the police mission and the responsibilities of citizenship.
- 2.7. The SRO will work to prevent juvenile delinquency and campus violence through close contact and positive relationships with students. The SRO will serve as a positive role model to students.
- 2.8. At the request of the school principal or designee, the SRO shall attend suspension and expulsion hearings. The SRO shall be prepared to provide testimony on any actions taken by the officer and on any personally observed conduct witnessed by the officer. When possible without interfering with a pending criminal or juvenile proceeding, the SRO shall also make available at expulsion hearings any physical evidence that has been seized by law enforcement and is held by the Department. If physical evidence cannot be made available at an expulsion hearing, the SRO shall coordinate with the Principal or other District representative for the provision of photographs of the seized evidence.
- 2.9. The SRO shall disseminate to school administrators and staff information on crime trends and changes in laws to assist them in establishing and maintaining safe school environments.
- 2.10. The SRO will work to establish and maintain a collaborative partnership with the school administration to provide a safe school environment. The SRO will regularly communicate with the school administration in an effort to share information and discuss issues and concerns of mutual interest.
- 2.11. The SRO will work to increase communication between the police, students, school staff, and the community. The SRO will work to build positive working relationships with the school staff and parents.

3. Student Discipline. The certificated administrators of each school shall be responsible for student discipline and shall make all decisions regarding the imposition of discipline for students enrolled at their campus.
4. Hours of Employment. The SRO will work full-time, except for annual leave allowances, during the normal school year schedule.
5. Selection of Police Personnel. The Department will be responsible for selecting which Department employee will serve as the SRO, or the acting SRO for days when the designated SRO may be on leave, absent for training, or otherwise not available. The District may provide input regarding the selection of the SRO.
6. Program Criteria. The District and Department will work collaboratively to adjust the program criteria in order to be responsive to evolving school and police requirements.
7. Training and Supervision. The SRO shall receive his or her work assignments from the Department and shall be supervised in the performance of his or her duties by the Chief of Police or designee. The Department shall be responsible for training the SRO according to applicable law enforcement standards. The Superintendent of the District or designee will provide the Chief of Police with information to assist in evaluating the SRO. Any disciplinary problems or alleged improprieties involving the SRO shall be brought to the attention of the Chief of Police or his or her designee.
8. Employment. The SRO is an employee of the Department, and is not an employee or agent of the District. The SRO shall be subject to the administration, supervision, and control of the Department. The SRO shall be subject to all personnel policies and practices of the Department.
9. Student Records.
 - 9.1. If confidential student record information is needed in an emergency to protect the health or safety of the student or other individuals, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence.
 - 9.2. If confidential student record information is needed by the SRO but no emergency situation exists, unless section 9.3 applies, the information may be released only upon the issuance of a subpoena, a court order or written authorization of the parent/guardian.
 - 9.3. Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name

or other identifying information to the SRO, along with information related to the underlying offence.

10. Law Enforcement Records and Juvenile Case File Information. Pursuant to Welfare and Institutions Code sections 827, 828.1 and 828.3, certain law enforcement records, probation reports and juvenile case file information may be provided to the District Superintendent or his/her designee. In addition to providing such information directly to the District Superintendent, the SRO may provide such information to the Principal of the school in which a minor student is enrolled and the Principal shall be a designee of the Superintendent for the receipt of such information.
11. Employment Costs. The District shall pay one half of seventy-five percent of the SRO's salary and benefits from the effective date of this MOU until the MOU is modified or terminated.
12. Feedback and Evaluation. The District and Department agree on the importance of evaluating the SRO program. The District and Department will work together to develop and implement procedures to provide periodic feedback and evaluation data for the purpose of measuring the program's effectiveness.
13. Indemnification.
 - 13.1. The District shall indemnify, defend, and hold harmless the Department, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this MOU, caused in whole by any negligent or willful act or omission of the District, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the District.
 - 13.2. The Department shall indemnify, defend, and hold harmless the District, its officers, agents and employees from and against any and all claims, losses, liabilities or damages, demands and actions, including payment of reasonable attorney's fees, arising out of or resulting from the performance of this MOU, caused in whole by any negligent or willful act or omission of the Department, its officers, agents, employees, or anyone directly or indirectly acting on behalf of the Department
 - 13.3. It is the intention of the District and Department that, where fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, volunteers, subcontractors, and governing board.
 - 13.4. Each party shall immediately notify the other party of any claims or legal actions arising out of the performance of this MOU.

14. Amendments. No modification, amendment or addendum to this MOU shall be valid unless it is set forth in writing and is signed by the Parties.
15. Entire Agreement. This MOU constitutes the entire agreement between the District and Department regarding the subject matter of this contract and supersedes all previous SRO agreements.
16. Severability. If any term or provision of this MOU is determined to be unlawful or in conflict with any law of the State of California, the validity of the remaining portions or provisions shall not be affected. Each term or provision of the MOU shall be valid and enforced as written to the fullest extent permitted by law.
17. Notices. All notices concerning this MOU shall be deemed to have been served when deposited in the United States Mail, first class postage prepaid, and addressed as follows:

To Department:

Chief of Police
Santa Cruz City Police Department
155 Center Street
Santa Cruz, CA 95060

To District:

Superintendent
Santa Cruz City Schools
405 Old San Jose Road
Soquel, CA 95073

The Parties have executed this MOU on the date written below.

SANTA CRUZ CITY SCHOOLS

By: Kris Munro
Kris Munro
Superintendent

Date: 6/14/16

SANTA CRUZ CITY POLICE DEPARTMENT

By: Kevin Vogel
Kevin Vogel
Chief of Police

Date: 6/9/16

APPROVED AS TO FORM:
CITY ATTORNEY

BY: [Signature]

AGREEMENT FOR SCHOOL RESOURCE OFFICER SERVICE

Between Santa Cruz City School District and the Santa Cruz County Sheriff

This agreement is made by and between the Santa Cruz City School District, hereinafter referred to as "District," and the Santa Cruz County Sheriff-Coroner's Office, hereinafter referred to as "Sheriff," and is made with reference to the following recitals.

Whereas, the District and the Sheriff desire to reduce the potential for violence on the Soquel High School campus and the areas adjacent to the campus through assigning a Deputy Sheriff to provide a law enforcement presence on the school campus; and,

Whereas, the District has agreed to reimburse the County of Santa Cruz for the cost of assigning a Deputy Sheriff to the Soquel High School Campus.

NOW, THEREFORE, for and in consideration of the covenants herein contained, the parties hereby agree as follows:

1. TERM

This agreement shall be effective from July 1, 2016 through June 30, 2017.

2. COMPENSATION

The District shall pay the County of Santa Cruz the amount set forth on Attachment A no later than August 1, 2016.

3. EARLY TERMINATION

Sheriff may terminate this Contract at any time by giving thirty (30) days' written notice to the District. District may terminate this Contract only for cause, after providing the Sheriff thirty (30) days' written notice and opportunity to cure, specifying in detail the cause for termination. Upon termination Sheriff will return to District any funds for services not yet provided on a pro-rated basis.

4. DUTIES OF THE SHERIFF

The Sheriff shall assign a Deputy Sheriff to Soquel High School for the 2016/2017 school year, to act as a School Resource Officer. The hours during which the Deputy Sheriff shall be present at Soquel High School shall be as mutually agreed to by the parties.

The Sheriff shall provide training, supervision and equipment to the Deputy Sheriff assigned under this agreement equivalent to that received by other Deputy Sheriffs employed by the Sheriff's Office.

The Sheriff shall provide coordination with the District through the Sheriff's Office Community Lieutenant. Sheriff and District agree to the attached MOU (Attachment B).

5. DUTIES OF THE DISTRICT

The District shall coordinate the services and activities of the assigned Deputy Sheriff through the Sheriff's designee.

The District shall designate a District employee to coordinate with the Sheriff's designee, and with the assigned Deputy.

The District shall accept the decision of the Sheriff as to the assignment of the Deputy Sheriff; however, the District may provide input to the Sheriff as to the desirable characteristics of the Deputy Sheriff to be assigned. The District may reject the assignment of a particular Deputy Sheriff under this agreement at any time, if, after discussion with the Sheriff's designee, the reasons for rejection cannot be resolved.

6. ASSIGNMENT

Neither party shall assign this Agreement without the prior written consent of the other.

7. MUTUAL INDEMNIFICATION

The District shall defend, indemnify and save harmless the Sheriff and its officers, agents and employees from any and all claims, demands, damages, costs, expenses, or liability occasioned by negligent performance of the provision hereof by the District, including, but not limited to, any negligent act or omission to act on the part of the District or its agents, officers, or employees, except that this subparagraph shall not apply to the sole negligence or willful misconduct of the Sheriff or its agents.

The Sheriff shall defend, indemnify and save harmless the District and its officers, agents and employees from any and all claims, demands, damages, costs, expenses, or liability occasioned by the negligent performance of the provisions hereof by the Sheriff, including, but not limited to, any negligent acts or omission to act on the part of the Sheriff or its agents, officers or employees, except that this subparagraph shall not apply to the sole negligence or willful misconduct of the District or its agents.

8. INDEPENDENT CONTRACTOR

Both parties hereto in performance of this Agreement will be acting in an independent capacity and not as agents, employees, partners, or joint ventures of one another. Sheriff's employees are not employees of the District and are not entitled to any of the rights, benefits or privileges of District employees including, but not limited to, medical or workers compensation insurance.

9. MODIFICATION OF AGREEMENT

This agreement may be modified only by written amendment signed by both parties hereto.

10. LAW GOVERNING

The Agreement shall be governed by the laws of the State of California. Any suit brought by either party against the other arising out of the performance of this Agreement, shall be filed and maintained in the Superior Court for the County of Santa Cruz, California. The prevailing party in any action to enforce the terms of the Agreement shall be entitled to the costs of suit and attorney fees.

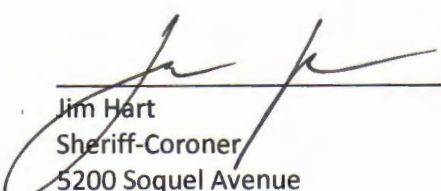
11. ENTIRE AGREEMENT

This Agreement represents the entire understanding of the parties as to the matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to the matters covered hereunder.

12. NOTICES

All notices shall be personally served or mailed, postage prepaid, to the following address or to such other addresses as may be designated by both parties.

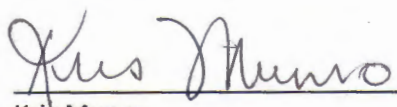
COUNTY OF SANTA CRUZ
SHERIFF-CORONER



Jim Hart
Sheriff-Coroner
5200 Soquel Avenue
Santa Cruz, CA 95062

Date: 8/3/16

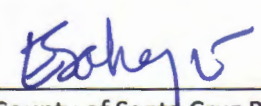
SANTA CRUZ CITY SCHOOL DISTRICT



Kris Munro
Superintendent
405 Old San Jose Road
Soquel, CA 95073
(831) 429-3410 ext. 220

Date: 6/27/16

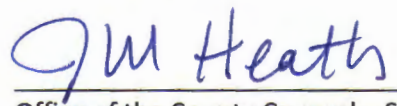
Approved as to insurance:



County of Santa Cruz Risk Management

Date: 6/21/16

Approved as to form:



Office of the County Counsel – Santa Cruz County

Date: 6/21/16

ATTACHMENT A

School Year 2016-2017

Hourly Rate - Deputy Step 11	\$50.07
Differentials	\$4.01
OASDI	\$0.73
Retirement	\$20.62
Insurance	\$4.55
Weighted Hourly Rate	\$79.97
180 Days of School X 4 hours per day	\$57,574.87
Vehicle Cost	\$6,000.00
TOTAL	\$63,574.87

MEMORANDUM OF UNDERSTANDING

Purpose

The purpose of this Memorandum of Understanding (MOU) is to provide clear guidelines to ensure that the Sheriff's Office ("SO") and the School District ("the District") have a shared understanding of the role and responsibilities of the Sheriff's School Resource Officers (SRO).

The SRO's role within the school environment is to protect students and staff, promote a safe school environment and foster a positive relationship between youth and law enforcement. It is the school's responsibility to administer school discipline. School-based infractions should not be addressed through the use of justice-system intervention.

Scope & Duties

1. The SRO will conduct criminal investigations when necessary and assist the District in maintaining safe schools and provide a law enforcement resource should serious incidents take place at the school. It is not the SRO's role to enforce school discipline or to punish students.
2. SRO involvement in a school-based infraction shall be limited to criminal incidents or conduct posing a serious and immediate threat of injury to an individual within the school community.
3. SRO will provide law enforcement expertise to assist the school staff in maintaining safety at school sites.
4. The SRO's questioning of students at school shall be limited to offenses related to the operation of the school or occurring at the school, except in situations where a delay in investigation or questioning may result in danger to any person, flight from the jurisdiction by the person suspected of a crime, or destruction of evidence.
5. The SRO shall notify the school principal as soon as practical of any significant law enforcement actions taken by an SRO or other officer at a school site.
6. The SRO shall not become involved in school administrative searches unless specifically requested by the principal in order to provide security or to handle contraband. School administrative searches must be at the direction and control of the school principal.

7. The SRO shall be responsible for monitoring the social and cultural environment around District schools to identify emerging youth gangs. Gang prevention and early intervention strategies shall be coordinated between the Department and the District.
8. The SRO may become involved, through the school principal, with the School's curriculum and provide instructional presentations that enhance the students' understanding of the police mission and the responsibilities of citizenship.
9. The SRO will work to prevent juvenile delinquency and campus violence through close contact and positive relationships with students. The SRO will serve as a positive role model to students.
10. At the request of the school principal, the SRO shall attend suspension and expulsion hearings. The SRO shall be prepared to provide testimony on any actions taken by the officer and on any personally observed conduct witnessed by the officer. When possible without interfering with a pending criminal or juvenile proceeding, the SRO shall also make available at expulsion hearings any physical evidence that has been seized by law enforcement and is held by the Department. If physical evidence cannot be made available at an expulsion hearing, the SRO shall coordinate with the Principal or other District representative for the provision of photographs of the seized evidence.
11. The SRO shall disseminate to school administrators and staff information on crime trends and changes in laws to assist them in establishing and maintaining safe school environments.
12. The SRO will work to establish and maintain a collaborative partnership with the school administration to provide a safe school environment. The SRO will regularly communicate with the school administration in an effort to share information and discuss issues and concerns of mutual interest.
13. The SRO will work to increase communication between the Sheriff Department, students, school staff, and the community. The SRO will work to build positive working relationships with the school staff and parents.

Student Records

If confidential student record information is needed in an emergency to protect the health or safety of the student or other individuals, the District may disclose to the SRO information that is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence.

If confidential student record information is needed by the SRO but no emergency situation exists, unless Education Code section 48902 applies, the information may be released only upon the issuance of a subpoena, a court order or written authorization of the parent/guardian.

Pursuant to Education Code section 48902, the principal or designee shall notify the SRO of any acts of a student that may violate specified provisions of the Penal Code and Education Code. This may require the disclosure of the student's name or other identifying information to the SRO, along with information related to the underlying offence.

Law Enforcement Records and Juvenile Case File Information.

The Sheriff's Office will share information and/or criminal case file information as permitted by law.